

City Council

Study Session Agenda

July 25, 2017

City Hall, Council Chambers

749 Main Street

7:00 PM

***Note: The time frames assigned to agenda items are estimates for guidance only.
Agenda items may be heard earlier or later than the listed time slot.***

- | | | |
|------------------|-------------|--|
| 7:00 p.m. | I. | Call to Order |
| 7:00 - 7:55 p.m. | II. | Presentation – Museum Conceptual Plan Update |
| 7:55 p.m. | III. | Adjourn to Special Meeting |

Special Meeting Agenda

8:00 PM

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**
- 4. CONSENT AGENDA**

The following items on the City Council Agenda are considered routine by the City Manager and shall be approved, adopted, accepted, etc., by motion of the City Council and roll call vote unless the Mayor or a City Council person specifically requests that such item be considered under "Regular Business." In such an event the item shall be removed from the "Consent Agenda" and Council action taken separately on said item in the order appearing on the Agenda. Those items so approved under the heading "Consent Agenda" will appear in the Council Minutes in their proper order.

- A. Approval of Resolution No. 40, Series 2017 – A Resolution Approving an Intergovernmental Agreement by and Between the City of Louisville and the Boulder County Clerk and Recorder for the Conduct and Administration of the 2017 Coordinated Election to be Held November 7, 2017

5. REGULAR BUSINESS

8:00 – 8:30 PM

A. DISCUSSION/DIRECTION/ACTION – AGREEMENT FOR FACILITATOR FOR FOCUS GROUPS TO INFORM CITY MANAGER RECRUITMENT PROCESS

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments
- Action

8:30 – 8:45 PM

B. DISCUSSION/DIRECTION – RECREATION ADVISORY BOARD CREATION

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments
- Action

8:45 – 9:00 PM

C. DISCUSSION/DIRECTION – BOARD AND COMMISSION APPOINTMENT PROCESS & TERM LIMITS

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments
- Action

6. COUNCIL COMMENTS, COMMITTEE REPORTS, AND IDENTIFICATION OF FUTURE AGENDA ITEMS

7. ADJOURNMENT

SUBJECT: PRESENTATION – MUSEUM CONCEPTUAL PLAN UPDATE

DATE: JULY 25, 2017

PRESENTED BY: BETH BARRETT, DIRECTOR OF LIBRARY AND MUSEUM SERVICES

SUMMARY:

The 2017 CIP budget includes funding to prepare a conceptual design for Louisville's Historical Museum campus, focusing on the proposal to add a new building on the empty lot between the existing Jacoe and Tomeo buildings. Following the issuance of an RFP for architectural design services, staff selected Roybal Corporation Architects of Denver to develop concepts based on the recommendations of the Museum Campus Master Plan and Needs Assessment.

Using the standards for new construction set forth in the Historic Preservation chapter of Louisville's Municipal Code, Roybal developed their design concepts and presented them at a public open house on June 14, 2017 and at a joint meeting of the Historic Preservation (HPC) and Historical Commissions (HC) on June 28, 2017.

The designs provide space for requested elements, including

- ADA-compliant restrooms
- Classroom/public meeting space
- A Visitor Center component
- Expanded display space
- Collection storage using compact shelving
- Staff work space

Responding to public comments, Roybal developed an additional conceptual idea that is shown in the last few slides of the attached presentation. This is a preliminary sketch and additional design work will occur prior to the next open house to take place in September.

Mike and Ron Roybal along with Trevor Hill of Roybal Corporation Architects will be on hand to discuss their plans and to answer Council's questions.

FISCAL IMPACT:

No fiscal impact at this time. Any future funding needed will follow established practices.

RECOMMENDATION:

Discussion.

ATTACHMENT(S):

1. Louisville Historical Museum Conceptual Design Community Presentation—Roybal Corporation Architects

Louisville Historical Museum & Visitor Center

CONCEPTUAL DESIGN CITY COUNCIL PRESENTATION

July 25, 2017

Design Team

THE ROYBAL CORPORATION ARCHITECTS

ARCHITECTURE / EXHIBIT DESIGN

Michael Roybal, AIA
Ronald Roybal, AIA
Trevor Hill, Assoc AIA
Toni Roybal

Design Principal
Design Principal
Designer
Exhibit Design

NORRIS DESIGN

LANDSCAPE ARCHITECTURE

John Birkey, ASLA
Jordan Dame, ASLA

Principal
Landscape Architect

Guiding Principles - City Regulations

- Compliance with Louisville Historic Preservation Masterplan
- Compliance with Louisville Museum Campus Masterplan
- Louisville Downtown Design Handbook
 - Keep it Simple
 - Relate to Traditional Surrounding Buildings
 - Use the Entire Front of the Building as Your Image
 - Develop a Clear Presentation to the Street
- City of Louisville Municipal Code – Chapter 15.36 “Historic Preservation”
 - New Additions Shall Not Destroy Historic Materials
 - New Work to be Differentiated from the Old and Shall be Compatible With Massing, Size, Scale and Architectural Features
 - New Additions Should Not Create a False Sense of Historic Development
 - Each Property Shall be Recognized as a Physical Record of its Time, Place and Use.

Guiding Principles – Louisville Municipal Ordinance

- Proposed alteration shall be visually compatible with designated historic structures located on the property in terms of design, finish, material, scale, mass and height.
- Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Guiding Principles – Design Response

- Reflect Scale and Proportion of City Architectural Character
- Respect Historical Architectural Context of Campus
- Visually Compatible to Historic Structures – Design / Finish / Material / Scale / Mass and Height
- Provide Full ADA Campus Accessibility
- Incorporate Community Gathering within Campus
- Create Street Level to Reinforce Pedestrian Scale
- Scale / Mass / Form -Greatest Design Influences
- ADA Accessibility – Strong Design Determinate
- Maintaining Void in Facade – Historic Consistency
- Establishment of a Strong Campus Connection to Main Street

Guiding Principles – Design Concepts

- Design scale and proportion are respected in the Main St façade
- Height of the building – similar to historic precedent
- Detached Jacoe buildings from new structure with a neutral glass connector
- Window opening on Museum is an extrusion of the Jacoe Bldg.
- Horizontal lines are reflected in Museum canopy and window mullions
- Proposed use of common materials – placed in horizontal layout
- Conformed to Master Plan Concept
- Campus wide ADA accessibility achieved

Examples – Design Response



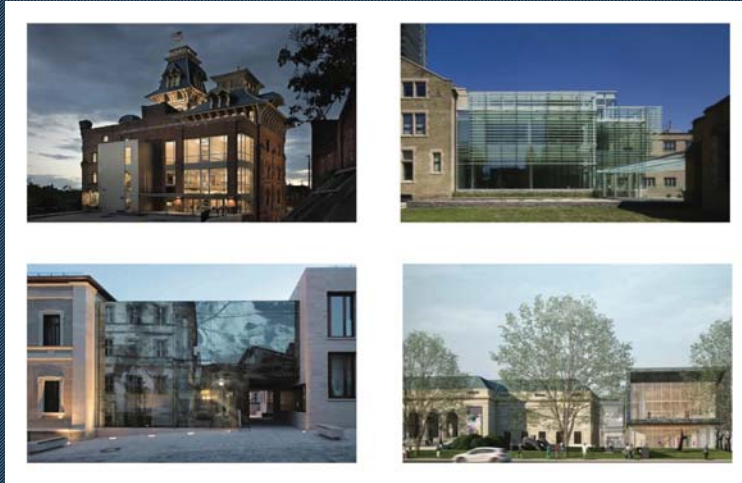
ADDITIONS TO HISTORIC BUILDINGS



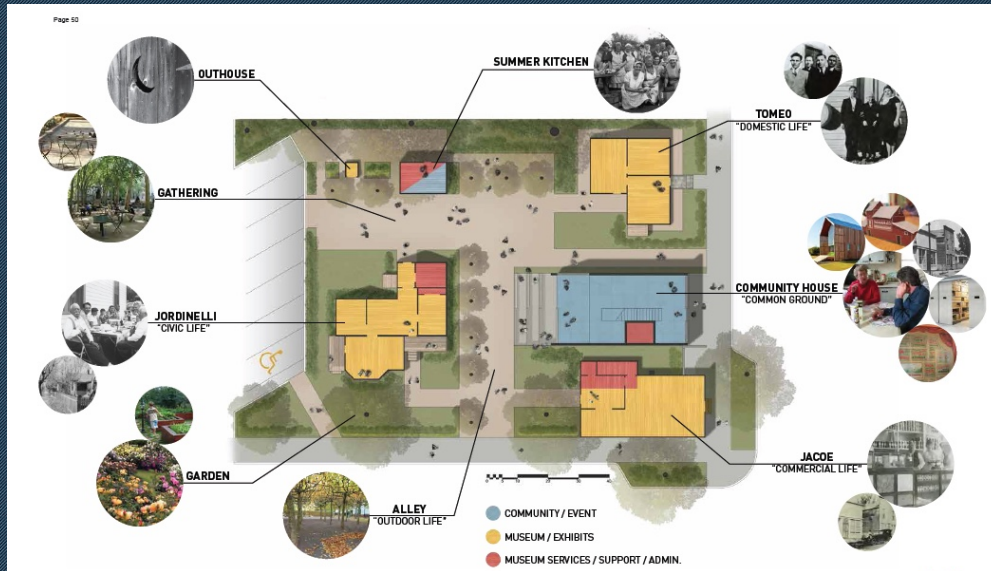
Examples – Design Response



Examples – Design Response



Existing Campus Site Plan



Approved Campus Masterplan

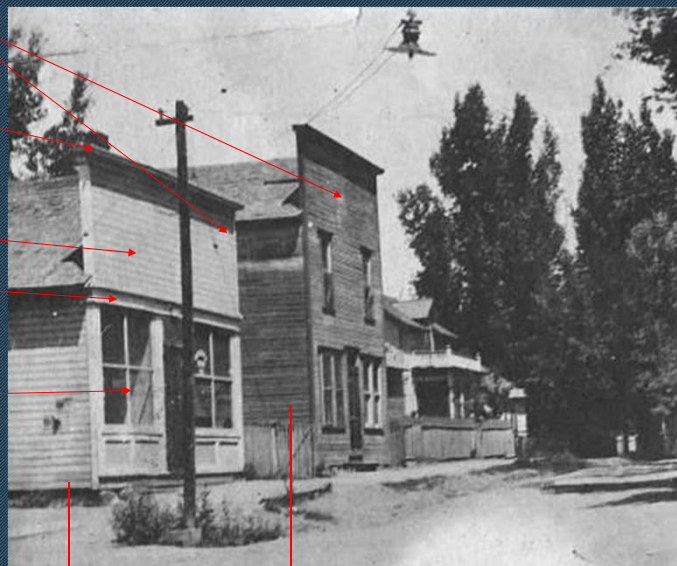
Western Storefront
Facade

Horizontal
Cornice Line

Horizontal wood
siding

Horizontal wood trim

Window
proportions



Jacoe Building

New Museum
/Visitor Center

Historic Photo



Current Facility

LOUISVILLE HISTORICAL MUSEUM

PROGRAM DEVELOPMENT

5/15/17

COMMUNITY HOUSE - "Common Ground"

SF

BASEMENT LEVEL

Elevator/Stair Core	72	SF
Elevator Room	64	SF
Main Stairway	90	SF
Mechanical Room	64	SF
Storage Room	55	SF
Museum Dedicated Archives Space	480	SF
Interpretive Exhibit Area	325	SF
Subtotal Basement Level		1,150 SF

MAIN LEVEL

Elevator/Stair Core	72	SF
Men's/Women's Restrooms	215	SF
Circulation	80	SF
Information Desk / Reception	100	SF
Main Stairway	90	SF
WOW Display Area	55	SF
Community Table	120	SF
Mini Theatre	78	SF
Area for Classes, Programs, Meetings, Workshops	340	SF
Subtotal Main Level		1,150 SF

SECOND LEVEL

Elevator/Stair Core	72	SF
Main Stairway	90	SF
Staff Office Area	160	SF
Kitchenette	50	SF
Research Area	128	SF
Circulation	100	SF
Multipurpose Area / Changeable Exhibits	500	SF
Interpretive Exhibits	50	SF
Exterior Balcony	150	SF Excl
Subtotal Second Level		1,150 SF

TOTAL NEW COMMUNITY BUILDING

9,450 SF

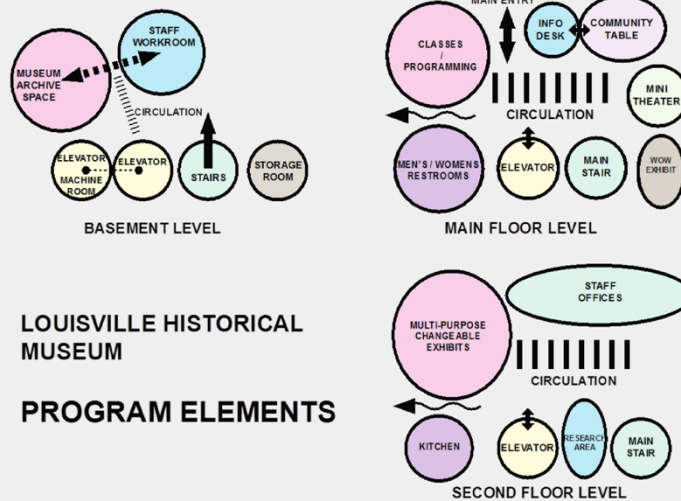
Building Foot print	S2	X	22	1344
---------------------	----	---	----	------

Community Building Program

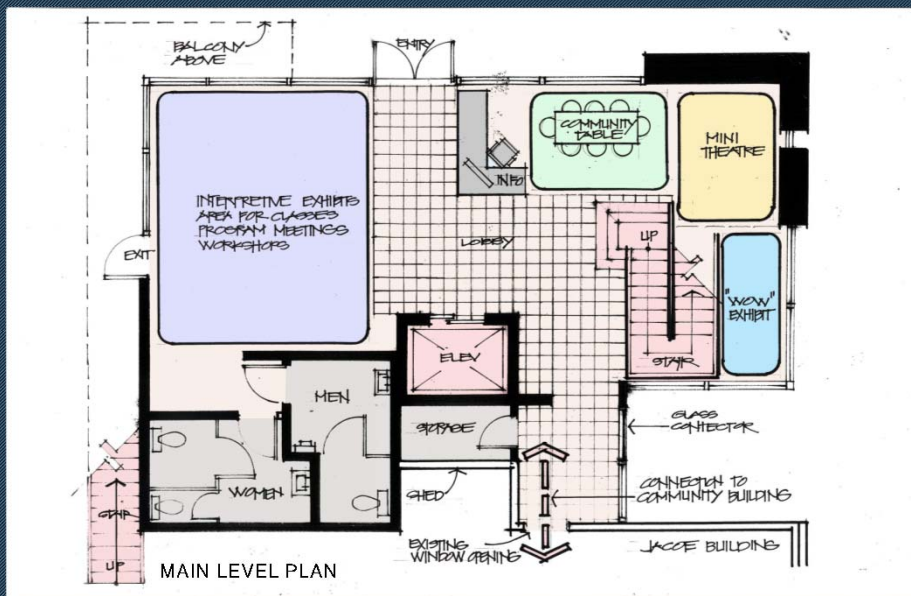
CAMPUS FACILITIES

TAMEO HOUSE - "Domestic Life"	SF
Kitchen	
Bedroom	
Main Living Area	
JACOE BUILDING - "Commercial Life"	SF
Main Exhibit Area	
Connection to New Community Building	
JORDINELLI HOUSE - "Civic Life"	SF
Entry	
Model Area	
Exhibit Rooms	
SUMMER KITCHEN	SF
Kitchen	
OUTHOUSE	SF
ALLEY - "Outdoor Life"	SF
SITE FACILITIES	SF
On Site Parking Spa	6
HC Parking Spaces	1
Plaza Area / Outside Gathering Grounds	

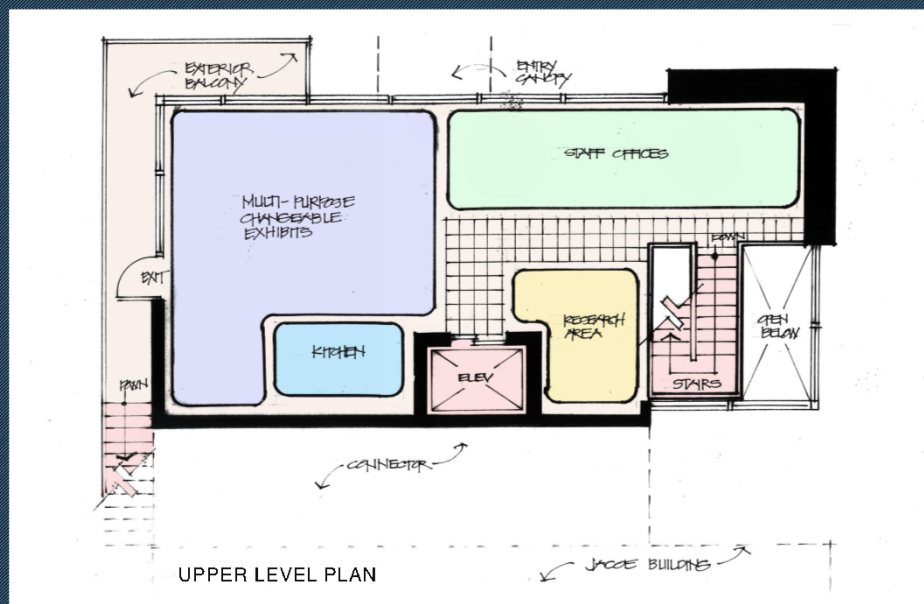
Campus Program



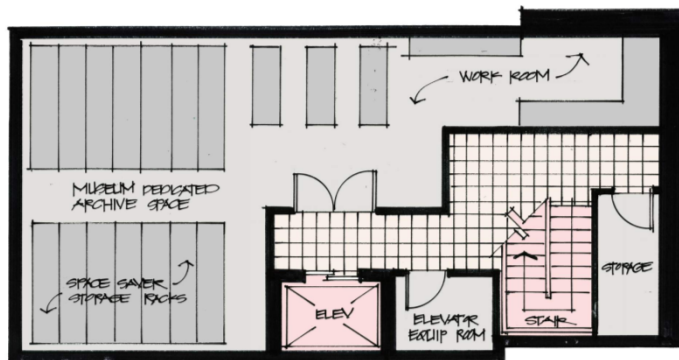
Affinity Diagram



Main Level Concept Plan

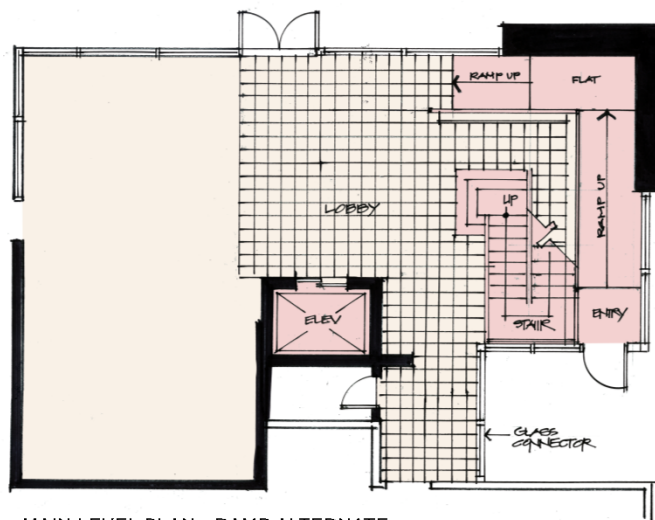


Upper Level Concept Plan



LOWER LEVEL PLAN

Lower Level Concept Plan



MAIN LEVEL PLAN - RAMP ALTERNATE

Main Level – Ramp Alternate



Campus Perspective View

The following slides - Versions 1, 2 & 3 are the ones presented at the Public Open House

1



Arial View

1



Main Street Elevation

1



Concept 1 NE- View



1

Concept 1 – SE View



1

Concept 1 NE- Street View

1



Concept 1 NW- View

1



Concept 1 NW- View



2

Arial View



2

Concept 2 Elevation

2



Concept 2 – NE View

2



Concept 2 - SE View

2



Concept 2 - NW View

2



Entry View



2

Concept 2 – Rear View



3

Arial View

3



Concept 3- Elevation

3



Concept 3 - NE View

3



Entry View



Concept 3 – Rear View

3



Concept 3 – NW View



Campus Site Plan



Campus Perspective View

Consider using a rustic / reclaimed horizontal wood siding

Horizontal canopy is current day interpretation of the fabric canopy

Provide façade insets to represent window impression

Define an historic "Western Storefront Facade"



This Conceptual Design Drawing is based on Community Feedback at the Open House Meeting

Additional Conceptual Ideas

Welcome- Council Feedback

- What elements did you like?
- What elements would you like to see?
- Are there materials you would like to see ?
- WE WELCOME YOUR FEEDBACK

**SUBJECT: APPROVAL OF RESOLUTION NO. 40, SERIES 2017 – A
RESOLUTION APPROVING AN INTERGOVERNMENTAL
AGREEMENT BY AND BETWEEN THE CITY OF LOUISVILLE
AND THE BOULDER COUNTY CLERK AND RECORDER FOR
THE CONDUCT AND ADMINISTRATION OF THE 2017
COORDINATED ELECTION TO BE HELD NOVEMBER 7, 2017**

DATE: JULY 25, 2017

PRESENTED BY: MEREDYTH MUTH, CITY CLERK

SUMMARY:

The City will hold a regular election on November 7, 2017 for the election of three City Council members, the consideration of one TABOR question to extend and amend the uses of the Historic Preservation Sales Tax, and the consideration of a question affirming the City's right to provide high-speed internet services. The election is part of a coordinated election pursuant to the Uniform Election Code of 1992 (the "Code") and the Rules and Regulations of the Colorado Secretary of State (the "Rules"). The election held on November 7, 2017 will be conducted as a coordinated mail ballot election.

Attached is an intergovernmental agreement (IGA) with Boulder County for the conduct and administration of the coordinated election and provides for the City's contribution to the costs of County coordination of such election. The attached resolution authorizes the City Manager and City Clerk to negotiate and approve final, non-substantive revisions to the IGA prior to signing.

FISCAL IMPACT:

The City budgeted \$45,000 for the 2017 election. The Boulder County Election Division has not yet provided a preliminary estimate for Louisville's portion of the election. Should the cost of the election be more than what is budgeted, staff will bring a budget amendment at the end of the year.

RECOMMENDATION:

Approve Resolution No. 40, Series 2017 - A Resolution Approving an Intergovernmental Agreement with the Boulder County Clerk and Recorder for the Conduct and Administration of the 2017 Coordinated Election to be held November 7, 2017.

ATTACHMENT(S):

1. Resolution No. 40, Series 2017
2. Intergovernmental Agreement with the Boulder County Clerk and Recorder for the Conduct and Administration of the 2017 Coordinated Election to be held November 7, 2017

**RESOLUTION NO. 40
SERIES 2017**

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE CITY OF LOUISVILLE AND THE BOULDER COUNTY CLERK AND RECORDER FOR THE CONDUCT AND ADMINISTRATION OF THE 2017 COORDINATED ELECTION TO BE HELD NOVEMBER 7, 2017

WHEREAS, the City will hold a regular election on November 7, 2017 as a mail ballot election coordinated by the Boulder County Clerk and Recorder pursuant to the Uniform Election Code of 1992, as amended; and

WHEREAS, the attached Intergovernmental Agreement By and Between the City of Louisville and the Boulder County Clerk and Recorder for the Conduct and Administration of the 2017 Coordinated Election to be held November 7, 2017 (“Intergovernmental Agreement”) provides for the conduct and financing of such coordinated election;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO:

Section 1. The proposed Intergovernmental Agreement, a copy of which is attached hereto and incorporated herein by this reference, is hereby approved.

Section 2. The City Manager and City Clerk are hereby authorized to execute the attached Intergovernmental Agreement on behalf of the City of Louisville, except that such persons are hereby further authorized to negotiate and approve such revisions to the Intergovernmental Agreement as are determined necessary or desirable for the protection of the City, so long as the essential terms and conditions of the Intergovernmental Agreement are not altered.

Section 3. Pursuant to C.R.S. Section 31-10-102.7, the City will utilize the requirements and procedures of the Uniform Election Code of 1992, articles 1 to 13 of title 1, C.R.S., as amended, in lieu of the Colorado Municipal Election Code of 1965, article 10 of title 31, C.R.S., as amended, with respect to the special election to be held on November 7, 2017, and such election shall be conducted as part of the coordinated mail ballot election.

PASSED AND ADOPTED this 25th day of July, 2016

Robert P. Muckle, Mayor

ATTEST:

Meredyth Muth, City Clerk

**INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE CITY OF
LOUISVILLE AND THE BOULDER COUNTY CLERK AND RECORDER FOR THE
CONDUCT AND ADMINISTRATION OF THE 2017 COORDINATED ELECTION TO
BE HELD NOVEMBER 7, 2017**

This Intergovernmental Agreement for coordinated election (“IGA”) is made and entered into by and between the City of Louisville, Colorado (the “Jurisdiction”), and the County Clerk and Recorder for Boulder County, Colorado (the “County Clerk” or “Clerk”) (together “the Parties”).

1. RECITALS AND PURPOSES

1.1 The County Clerk and the Jurisdiction are each authorized to conduct elections as provided by law; and

1.2 The election to be held on November 7, 2017 (the “Election”) shall be conducted as a “mail ballot election” as defined in the Uniform Election Code of 1992 (“the Code”) and the Rules and Regulations of the Colorado Secretary of State (“the Rules”); and

1.3 Pursuant to § 1-7-116(2), Colorado Revised Statutes (“C.R.S.”), the County Clerk and the Jurisdiction are required to enter into an agreement for the administration of their respective duties and sharing of the actual costs related to the Election; and

1.4 Section 20 of Article X of the Colorado Constitution (“TABOR”) requires the production of a mailed notice (“TABOR Notice”) concerning tax and liability ballot issues that will be submitted to the electors of Boulder County; and

1.5 The County Clerk and the Jurisdiction have determined that it is in the best interests of the Jurisdiction, and its inhabitants and landowners, to cooperate and contract for the Election upon the terms and conditions contained in this IGA; and

1.6 The purpose of this IGA is to allocate responsibilities between the County Clerk and the Jurisdiction for the preparation and conduct of the Election and provide for a reasonable sharing of the actual costs of the Election among the County and other participating political subdivisions.

For and in consideration of the mutual covenants and promises in this IGA, the sufficiency of which is acknowledged, the Parties agree as follows:

2. GENERAL MATTERS

2.1 The County Clerk shall act as the chief designated election official in accordance with C.R.S. §1-1-110 and will be responsible for the administration of the Election as detailed in the Code and the Rules.

2.2 Boulder County Clerk and Recorder Hillary Hall will be the primary liaison and contact for the County Clerk. The Jurisdiction designates «Name», «Position» as its “Election Officer” who shall act as the primary liaison between the Jurisdiction and the County Clerk and who shall have primary responsibility for the management and performance of the Jurisdiction’s obligations under this IGA. If the Code requires a “designated election official” within the Jurisdiction to perform tasks, the Election Officer shall act as such designated election official. Nothing in this IGA relieves the County Clerk or the Jurisdiction’s Governing Board from their official responsibilities for the conduct of the Election.

2.3 **Term.** The term of this IGA shall be from the date of signing through December 29, 2017.

3. RESPONSIBILITIES OF THE COUNTY CLERK

3.1 **Initial ballot layout.** Upon receipt of the certified ballot text provided by the Jurisdiction pursuant to Section 4.2 below, the County Clerk will create the layout of the text of the ballot in a format that complies with the Code. The ballot text must be satisfactory to the Clerk. Furthermore, no content changes by the Jurisdiction shall be allowed after the September 8, 2017 certification of the ballot, without the approval of the County Clerk or as directed by the Clerk. The County Clerk will provide the Jurisdiction with a copy of the draft ballot for the Jurisdiction’s review along with any instructions for modifications to the ballot layout and the time period within which the Jurisdiction must return the modified ballot to the County Clerk. If modifications are made by the Jurisdiction, the Clerk will review the changes upon receipt from the Jurisdiction of the modified ballot and notify the Jurisdiction that the ballot is approved or return the ballot for further modifications and time requirements.

3.2 **Final ballot layout.** Once the Jurisdiction has made all changes to the ballot layout as required by the County Clerk and the ballot is in final draft form, the Clerk will lay out the ballot text and submit it to the Jurisdiction for final review, proofreading, and approval. The Jurisdiction shall return the final draft form ballot proofs on or before September 15, 2017. The Clerk is not responsible for ensuring that the final ballot text complies with the requirements of TABOR or any other constitutional or statutory requirement related to the text of ballot language.

3.3 **Ballot printing and mailing.** The County Clerk will contract with a vendor to prepare and print the ballots; prepare a mail ballot packet for each registered elector within the Jurisdiction; address a mail ballot packet to each elector within the Jurisdiction; and mail the ballots between 22 days and 18 days before Election Day, or between October 16, 2017 and October 20, 2017. In cooperation and coordination with the Clerk, the vendor shall perform the printing, preparation of the ballots for mailing, and the mailing of the ballots.

3.4 **Voter Service and Polling Centers.** The County Clerk shall provide Voter Service and Polling Centers from October 30, 2017 through Election Day. The County Clerk will hire and train staff to operate Voter Service and Polling Centers in 4 locations across Boulder County, including 2 centers in Boulder, 1 in Lafayette, and 1 in Longmont.

3.5 ***Additional ballots.*** In addition to the mail ballots printed and mailed by the vendor as specified in subsection 3.3, the County Clerk will provide regular and provisional ballots to electors in the manner and method required by the Code.

3.6 ***Mail ballots.*** In cooperation with the vendor, the County Clerk will ensure that the mail ballot packets contain the materials required by the Code, including voter instructions; a secrecy sleeve (if the type of ballot requires such secrecy sleeve to maintain the privacy of the vote); an inner verification/return envelope; and the outer/mail envelope containing the appropriate postage, Official Election logo, and indicia for Return Service Requested.

3.7 ***Ballot security.*** The County Clerk will track inventory and provide security for all ballots as required by the Code.

3.8 ***Election Judges.*** The County Clerk will appoint, train, provide written materials to and pay a sufficient number of qualified election judges to receive and process the voted ballots.

3.9 ***TABOR Notice.*** If applicable, the County Clerk, through a vendor, will distribute to all Boulder County registered electors' households the printed TABOR Notice submitted by the Jurisdiction along with those of other jurisdictions. The County Clerk may determine the order of the TABOR Notice submitted by the Jurisdiction and those of other jurisdictions to be included in the TABOR Notice Package provided. However, the materials supplied by the Jurisdiction shall be kept together as a group and in the order supplied by the Jurisdiction. The cost for the printing and mailing of the TABOR Notice Package shall be shared on a prorated basis as further described in section 6 below. The Clerk is not responsible for ensuring that the TABOR Notice complies with the requirements of TABOR or any other constitutional or statutory requirement relating to notice.

3.10 ***Testing.*** The County Clerk will perform Logic and Accuracy Testing of the electronic vote counting equipment as required by the Code.

3.11 ***Election Support.*** The County Clerk will provide support to the Election Officer via telephone, email or in person throughout the Election process and during all ballot-counting procedures for the Election.

3.12 ***Tally.*** The County Clerk will provide for the counting and tallying of ballots, including any recounts required by law. The Clerk will release initial election returns after 7:00 p.m. on the date of the Election. With the exception of Provisional Ballots, all ballots received by 7:00 p.m. on November 7, 2017 shall start to be counted the night of the Election and may extend until the next day. The unofficial results will be published to the County website following the completion of the Election Day counting. The Clerk will count and tally valid cured and provisional ballots on or before 7:00 pm on November 15, 2017.

3.13 ***Certification of results.*** Jurisdictions shall be issued a certified statement of results by November 22, 2017.

4. RESPONSIBILITIES OF JURISDICTION

4.1 ***Boundaries of Jurisdiction.*** If any annexations to the Jurisdiction have occurred between January 1, 2017 and the date of the signing of this IGA, the jurisdiction is responsible for informing the County Clerk in writing by the date of the signing of this IGA.

4.2 ***Ballot content and layout.*** No later than September 8, 2017, the Election Officer shall certify the ballot order and content for the Jurisdiction and deliver the certified ballot layout to the County Clerk. The ballot layout shall be in a form acceptable to the Clerk. Ballot content layout shall not include any graphs, tables, charts, or diagrams. The ballot order and content shall include the names and office of each candidate for whom a petition has been filed with the Election Officer and any ballot issues or ballot questions the Jurisdiction has certified. The Jurisdiction shall be solely responsible for the accuracy of the information contained in the certificate and ballot content. The Jurisdiction shall make any modifications to the ballot layout requested by the County Clerk. The County Clerk will correct errors as specified in C.R.S. § 1-5-412 at the Jurisdiction's expense.

4.3 ***Audio for visually impaired.*** Within 7 days of the Jurisdiction's submission of the ballot layout to the County Clerk, the Jurisdiction shall submit to the Clerk a high quality audio recording with the name of each candidate clearly spoken on the recording. This requirement aids the County Clerk in programming the audio component of the electromechanical voting equipment for the Election. The Jurisdiction shall timely make any modifications to the audio recording requested by the County Clerk.

4.4 ***TABOR Notice.*** The Jurisdiction shall provide to the County Clerk all required TABOR Notices concerning ballot issue(s) in the manner required by Article X, Section 20 of the Colorado State Constitution by September 26, 2017. The submission will include the ballot title, text, and fiscal history or any other required wording for the TABOR Notice. The submission date will expedite print layout and allow the Jurisdiction time to proofread their portion of the TABOR Notice.

4.5 ***Final layout.*** The Jurisdiction shall timely make any modification to the ballot layout requested by the County Clerk. The Jurisdiction shall review, proofread, and approve the layout, format, and text of the final draft form of the Jurisdiction's official ballot and, if applicable, TABOR Notice within 24 hours of the County Clerk providing the Jurisdiction with the copy to be proofed.

4.6 ***Testing.*** The Jurisdiction must provide two people to participate in Logic and Accuracy Tests, which will be scheduled during the week of October 9, 2017, and may take place over a number of days.

4.7 ***Cancellation of Election by the Jurisdiction.*** If the Jurisdiction resolves not to hold the election or to withdraw a ballot issue, the Jurisdiction shall immediately provide notice of such action to the County Clerk. Initial notice to the County Clerk may be informal. The Jurisdiction shall provide proof of the Jurisdiction's formal action canceling the election or withdrawing a ballot issue(s) as soon as practicable after the Jurisdiction's formal action. The

Jurisdiction shall promptly pay the County Clerk the full actual costs relating to the Jurisdictions election, both before and after the County Clerk's receipt of such notice. The Jurisdiction shall provide notice by publication of such cancellation or withdrawal of ballot or question(s). The County Clerk shall post notice of the cancellation or withdrawal of ballot issue(s) or question(s) in the office of the County Clerk, and the Election Officer shall post notice of the cancellation at buildings of the Jurisdiction. The Jurisdiction shall not cancel the election after the 25th day prior to the Election as provided in C.R.S. § 1-5-208.

4.8 ***Canvass Board.*** The Jurisdiction shall designate one person to participate in the canvass of the election unless otherwise dictated by the Code or Election Rules. The name of the representative may be submitted to the County Clerk on or before October 17, 2017, the fifteenth day prior to the Election.

5. PROVISIONS UNIQUE TO SPECIAL DISTRICTS AND OTHER COORDINATING DISTRICTS

5.1 ***Boundaries of Jurisdiction.*** No later than the date this IGA is signed by the Jurisdiction, the Jurisdiction shall either confirm that the map of its boundaries provided to the County Clerk and County Assessor in January of 2017 is current and accurate or provide an accurate map. The Jurisdiction is responsible for ensuring that its boundaries are accurately defined in the Assessor's database because the County Clerk uses this database to identify eligible voters.

5.2 ***Multi-county special district jurisdictions.*** If the Jurisdiction's boundaries include areas outside of Boulder County, the County Clerk will communicate with the corresponding counties to create a master list of all property owner ballots issued in this jurisdiction.

5.3 ***Non-resident property owners entitled to vote.*** Where non-resident property owners may be entitled to vote in the Jurisdiction's election, the County will review a list of such property owners and identify those owners who may be entitled to vote in the Jurisdiction's election. The County will complete the review and create a list of potentially eligible non-resident property owners by September 20, 2017, 48 days prior to Election Day. The County will send this list to the Jurisdiction for review and approval. Once this list has been approved by the Jurisdiction, the Clerk will send non-resident property owners on the final list a letter and self-affirmation to establish eligibility. See **Attachment A** – Non-Resident Property Owner Letter (attached only if applicable). The Clerk will send mail ballots to the non-resident property owners who return to the Clerk the signed affirmation establishing their eligibility.

6. PAYMENT

6.1 ***Intent.*** This section addresses the reasonable sharing of the actual cost of the Election among the County and the political subdivisions participating in the Election.

6.2 ***Responsibility for costs.*** The Jurisdiction shall not be responsible for sharing any portion of the usual costs of maintaining the office of the County Clerk, including but not limited

to overhead costs and personal service costs of permanent employees, except for such costs that are shown to be directly attributable to conducting the coordinated election on behalf of the Jurisdiction.

6.3 State Election Costs. The State of Colorado's share of the costs of conducting the election shall be reimbursed as established by the Code, and the Jurisdiction shall not be responsible for any portion of the election costs attributable to the state.

6.4 Invoice. The Jurisdiction shall pay the County Clerk the Jurisdiction's share of the Clerk's costs and expenses in administering the Election within thirty days of receiving an invoice from the Clerk. If the invoice is not timely paid by the Jurisdiction, the Clerk, in his or her discretion, may charge a late fee not to exceed 1% of the total invoice per month.

6.5 Cost Allocation. The County Clerk will determine the jurisdiction's invoice amount by allocating to all participants in the ballot a share of the costs specific to the administration of the coordinated election as provided by law. If the Jurisdiction is placing a ballot question that qualifies as a TABOR election, a portion of the TABOR notice publication and mailing costs will also be billed for in the invoice. The Jurisdiction agrees to pay the invoice within 30 days of receipt unless the Clerk agrees to a longer period of time.

6.6 Disputes. The Parties shall attempt to resolve disputes about the invoice or payment of the invoice informally. If the Parties cannot reach an informal resolution, disputes regarding the invoice or the payment of the invoice shall be filed in Boulder County or District Court, depending on the amount.

7. MISCELLANEOUS

7.1 Notices to Parties. Notices required to be given by this IGA are deemed to have been received and to be effective: (1) three days after the same shall have been mailed by certified mail, return receipt requested; (2) immediately upon hand delivery; or (3) immediately upon receipt of confirmation that a fax or email was received to the fax numbers or email addresses of the Parties as set forth below or to such party or addresses as may hereafter be designated in writing.

To County Clerk:
Hillary Hall
1750 33rd St., Suite 200
Boulder, CO 80301-2546
303-413-7700
Fax: 303-413-7728
E-mail: hhall@bouldercounty.org

To Election Officer:
Meredyth Muth
749 Main Street
Louisville, CO 80027
303-335-4536
Fax: 303-335-4550
E-mail: MeredythM@LouisvilleCO.gov

7.2 Amendment. This IGA may be amended only in writing, and following the same formality as the execution of the initial IGA.

7.3 **Integration.** The Parties acknowledge that this IGA constitutes the sole agreement between them relating to the subject matter of this IGA and that no party is relying upon any oral representation made by another party or employee, agent or officer of that party.

7.4 **Waiver of claims.** The Jurisdiction has familiarized itself with the election process used by the County Clerk and waives any claims against the Clerk related to the Clerk's processing or administration of the Election except as specified in paragraph 7.5 below and claims arising out of willful and wanton acts of the Clerk.

7.5 **Limitation of damages.** If a lawsuit is filed challenging the validity of the Jurisdiction's election, the Jurisdiction shall provide prompt notice to the County Clerk of such a lawsuit. If the Clerk chooses to intervene and defend its position, the Jurisdiction will support such intervention and cooperate in the defense of any such claims. If, as a result of a lawsuit against the Jurisdiction or against the Jurisdiction and other defendants by a third party, a court of competent jurisdiction finds that the Jurisdiction's election was void or otherwise fatally flawed due solely to a cause arising from the negligence of the County Clerk, then the Clerk shall refund all amounts paid to the Clerk under section 6 above. The Clerk shall not be responsible for any other judgment, damages, costs, or fees.

7.6 **Conflicts of this IGA with the Law, impairment.** If any provision in this IGA conflicts with the law, this IGA shall be modified to conform to such law or resolution.

7.7 **Time of the essence.** Time is of the essence in the performance of the work under this IGA. The statutory time requirements of the Code shall apply to completion of the tasks required by this IGA, unless earlier deadlines are required by this IGA.

7.8 **Good faith.** The Parties shall implement this IGA in good faith, including acting in good faith in all matters that require joint or coordinated action.

7.9 **Third party beneficiary.** The enforcement of the terms and conditions of this IGA and all rights of action relating to such enforcement shall be strictly reserved to the County Clerk and the Jurisdiction, and nothing contained in this IGA shall give or allow any claim or right of action by any other or third person. It is the express intent of the Parties that any person receiving services or benefits under this IGA shall be deemed an incidental beneficiary.

IN WITNESS WHEREOF, the Parties have signed this IGA.

Boulder County

Jurisdiction

Hillary Hall Date
Boulder County Clerk and Recorder

Mayor Robert P. Muckle Date

Elections Officer Date

**SUBJECT: DISCUSSION/DIRECTION/ACTION – AGREEMENT FOR
FACILITATOR FOR FOCUS GROUPS TO INFORM CITY
MANAGER RECRUITMENT PROCESS**

DATE: JULY 25, 2017

**PRESENTED BY: MAYOR BOB MUCKLE
CITY COUNCILOR CHRIS LEH
HUMAN RESOURCES DIRECTOR KATHLEEN HIX**

SUMMARY:

On May 16, 2017 City Council expressed an interest in contacting local human resources professionals/consultants who would be interested in conducting focus groups to assist and inform the City about the desired qualities and characteristics needed in the next City Manager. City Council requested the focus group process run concurrently with the beginning of the executive recruitment process to ensure the desired qualities and characteristics informed the Executive Search Recruitment Firm's recruitment process.

A working group consisting of Mayor Bob Muckle and City Councilor Chris Leh were selected to work with the Human Resources Director, Kathleen Hix on the focus group process.

BACKGROUND:

Five pre-screened local human resource professionals/consultants were contacted and asked to submit a proposal for the Focus Group process and/or propose other activities the City could use to gather input from the various stakeholder groups (See attached list for details). All the professionals/consultants were aware that this process would run concurrently with an Executive Search Firm handling the recruitment process.

Proposals were received from four of the five consultants. Mayor Muckle, Councilor Leh, and Kathleen Hix reviewed the proposals. Three of the consultants were asked to interview but unfortunately, all parties' schedules could only align for two of the consultants to present their proposals to the working group. Two consultants presented their proposals and answered follow up questions on July 13, 2017 with the working group.

June Ramos provided a comprehensive and thorough proposal outlining her background, experience, and the deliverables for this process. Ms. Ramos brings 25 years of experience in professional coaching, strategic management, and communications consulting to both business and government organizations. Some of her clients include the cities of Lakewood, Arvada, Boulder, Aurora, Littleton, Wheat Ridge, and Durango. Her business/industry clients include Great West Life Insurance,

Ball Aerospace, MCI World Com, T. Rowe Price, American Express, IBM Corporation, and Hewlett Packard.

Ms. Ramos describes her facilitation style as relaxed yet focused. Her style is one of appropriate balance between guiding the group when necessary, and allowing the group to “manage its expertise” within a time bound agenda.

Ms. Ramos expressed sincere desire to work City Council on the Focus Group process as well as assisting City Council in solidifying their working relationship as City Council members. The proposed scope of work as outlined on page 2 of the Statement of Work (SOW) is flexible and customizable based on the desires of City Council. Ms. Ramos’ primary goal is to identify commitments and agreements, as well as desired actions, to move into the future as a successful team.

FISCAL IMPACT:

\$7,500; as this was not an expense included in the 2017 budget, a budget amendment will be required.

RECOMMENDATION:

Execute the Agreement to Hire June Ramos to provide services outlined in her Statement of Work (SOW).

ATTACHMENT(S):

1. Human Resources Professionals List
2. SOW City of Louisville Focus Groups 2017

Human Resources Professionals List

(In alphabetical order)

Heather Bergman

Peak Facilitation Group

720.299.8796

heather@peakfacilitation.com

www.PeakFacilitation.com

Facilitation and mediation expertise with a focus on public policy issues regarding natural resources planning and management.

Key services include:

- Collaborative processes and negotiations with key stakeholder groups
- Meaningful and productive public engagement strategies
- Team retreats and strategic planning workshops

Eric S. Marburger

ESM Consulting Services Inc.

303.995.4405

eric@esmconsulting.net

www.esmconsulting.net

Specializing in Human Resources Services for the public and health care sectors:

- Compensation and classification studies
- Serve as your interim HR Executive
- Organizational audits and efficiency studies
- Executive recruitment and placement
- Performance management and appraisal systems development

Jo Mattoon

Jo Mattoon Associates

303-641-1171

jo@jomattoon.com

www.jomattoon.com

Services:

- Coaching: Executive Coaching, Developing Leader Coaching, Career Coaching
- Facilitation in Strategic Planning, post-incident debriefings, project planning and execution.
- Training services on a wide range of leadership and workplace topics.

Gregg Piburn

Leader's Edge Consulting

970.227.1371

gp@leadersedgeconsulting.com

www.leadersedgeconsulting.com

Services:

- Facilitate groups through strategic planning and/or conflict resolution
- Provide interactive training on topics of resilience, conflict resolution and communication
- Provide personal coaching for career transition and new/emerging leaders

June E. Ramos

J Ramos Associates, LLC

303.679.8700

jramosassoc@mindspring.com

Services include:

- Meeting Facilitation
- Executive/leadership coaching
- Leadership training and keynotes
- Team Effectiveness training and coaching
- Performance management systems

**J. RAMOS ASSOCIATES, LLC
STATEMENT OF WORK**



CLIENT: Kathleen Hix
Human Resources Director
City of Louisville
749 Main Street
Louisville, CO 80027

FROM: June E. Ramos, J Ramos Associates, LLC

CONTRACT DATE: July 21, 2017

SITUATIONAL ANALYSIS/BACKGROUND:

The City Manager of the City of Louisville will be departing July 2017. In an attempt to hire the best successor for this position, the Council members are interested in reviewing key stakeholder needs to determine what the City should consider to move forward toward a successful hire.

The focus group process of identified target groups is a good process to determine the opinions of a cross section of stakeholders, as well as recommendations for moving forward into the future. Most focus group sessions last approximately 1.5 hours and consist of approximately 8 – 12 participants per session. The Council, and/or Council subcommittee members will vet the questions that will be asked in these sessions, to ensure that Ramos is aligned toward the goals as outlined.

Additionally, the Council has requested time on the agenda to participate in activities to solidify working together even more effectively as a team. Team building is an intentional process that focuses on a desired future state identified by a needs-based process. The needs are identified through a series of Council one-on-one individual interviews to identify what is currently working and areas of improvement that are needed. From these interviews, Ramos will draft a customized agenda for this Council – with the primary goal to identify commitments and agreements, as well as desired actions, to move into the future as a successful team.

The teambuilding process outlined below is an “ideal” one, based on successful sessions that Ramos has conducted with past Councils. Certainly, all items listed below are open to discussion and negotiation.

DELIVERABLES AND PROCESS:

DELIVERABLE/ACTIVITY	TIME REQUIRED
Facilitate planning meeting with Council or subcommittee to obtain: <ul style="list-style-type: none"> • Necessary background information • Determine specific outcomes • Identify key interview questions • Tailor the process to success metrics as identified by Council 	2.0 hours
Focus Group - Board & Commission members - 2 night meetings	3.0 hours
Focus Group - Citizen meetings - 2 night meetings	3.0 hours
Focus Group - Employee meetings - 2 daytime/late afternoon meetings	3.0 hours
Focus Group - Department Director Meeting - 1 daytime meeting	1.5 hour
Analysis and transcription of Focus Group interview data – to prepare a Summary Report for Council review	3.0 hours
Conduct Action Planning Research Interviews of Council members (to prepare for team building session) – either telephone or face-to-face interviews; approximately 45 – 60 minutes each	6.5 hours
Analysis and transcription of Council member interviews – to customize team building agenda	3.0 hours
Summary Meeting with City Council - 1 daytime meeting Objectives include: <ul style="list-style-type: none"> • Facilitated discussion of interview data • Facilitate a team session to create even higher level of team focus among Council members 	7 hours
<i>TOTAL TIME REQUIRED</i>	<i>32 HOURS</i>

CONSULTANT FEE:

The total fee for the project is \$7,500.00 inclusive.

APPROVAL:

If you agree to the above arrangements, please sign and fax to 303-679-8781, or e-mail a scanned, signed copy to jramosassoc@mindspring.com, or return a signed original to: J Ramos Associates, 649 Golden Willow Road, Evergreen, CO, 80439.

ACKNOWLEDGMENT

I have read the above agreement and acknowledge that it correctly sets forth the arrangement for the engagement of services of June Ramos, J Ramos Associates, LLC for handling the matters set forth above. I agree to the terms and conditions set forth in the preceding letter on this ____ day of _____, 2017.

By: _____

Title: _____

Organization: _____



J RAMOS ASSOCIATES — Maximizing leadership and employee performance

649 Golden Willow Road • Evergreen, CO 80439 • p. 303.679.8700 • f. 303.679.8781 • e. jramosassoc@mindspring.com



June Ramos
*Consultant,
Facilitator,
Coach, Trainer*

June Ramos has provided professional coaching, strategic management and organizational development consulting, communications consulting and training/seminar delivery to business/industry and government organizations for more than 25 years both nationally and internationally. June's primary emphasis (and passion) is helping individuals and organizations achieve peak performance by learning and using tools to build collaborative relationships and build personal accountability for career and life success. Her attention to customer service and high levels of customer satisfaction drive her success.

Her focus is on using education and development as a sound way to drive business priorities and business success through learning. Clients want to build the capabilities, the expertise and the skills of the people in their organization. Education and development is also a way to succeed in the marketplace around key initiatives and projects and to align people around new ideas and new corporate practices.

In the course of her career, June has worked as the internal and external communications manager in public relations/corporate communications and was a management/organizational development specialist for two Fortune 500 companies, provided training and consulting for three international public seminar firms throughout the United States, Canada, Europe, France, Australia and New Zealand. She was also the Vice-President of Client Services for a public seminar firm. June started her training and consulting practice in February 1990.

June's relaxed yet focused facilitation style enables her to connect with participants and to help them personalize the content and issues for greater understanding and application. She challenges her audiences to answer the question, "so what?"-- that is, how they will apply the material, techniques and strategies in their individual and organizational situations?

SERVICES

Facilitation for Results/ Strategic Meeting Management

Managing meetings through effective facilitation is the key to producing results with teams and groups. June provides a safe environment to allow participants to manage disagreement while producing collaborative agreements. Her style is one of appropriate balance between guiding the group when necessary, yet allowing the group to “manage its expertise” within a time bound agenda.

Team and Leadership Coach

A key to successful consulting and team interventions is to provide organizational assessment to determine problem areas and identify desired key results. Assessment includes written questionnaires, focus groups interviews, and one-on-one interviews. Based on the results of the assessment, interventions are provided to produce desired new results. June provides individual coaching and facilitation of groups to meet desired goals and objectives. June’s team and individual coaching is based on a systems approach to problem solving – that is, using broader perspectives to identify what obstacles and barriers may cause performance problems or to identify obstacles to leadership success.

Customized Training/ Leadership and Professional Development

Derived directly from the data of the assessment, customized training programs can be developed to meet immediate individual and organizational needs. Adult learners have greater interest and understanding when programs, case studies, and examples are relevant to their immediate needs.

Web-based Training

In the world of remote (or “virtual”) teams, organizations need tools and methods to help individuals communicate and learn in this new environment. June has experience in developing and delivering web-based seminars and training programs, using tools provided by organizational vendors such as Genesys, WebEx and Placeware – who specialize in providing audio and web conference tools. Despite the lack of face-to-face communication, June provides highly energetic and focused programs that achieve results.

STANDARD TRAINING PROGRAMS/SERVICES:

The most frequently requested training/consulting programs and consultation areas include:

- Leading at the Speed of Trust – Vital Smarts
- Assertive Communication Skills
- Collaborative Communication: From Disagreement to Commitment
- Customer Satisfaction – the Key to Business Success
- Crucial Conversations – Vital Smarts
- Collaborative Negotiation
- Change Management Essentials
- Transitioning to Management: Basic Supervisory and Management Skills
- I Love Feedback – Executive Forum
- Managing Multiple Priorities
- Influencing Upward: Or Selling Your Great Ideas To Your Boss and Others
- Creative Problem Solving and Decision Making
- Leading and Managing Change
- Presentation and Facilitation Skills (also Train-the-Trainer)
- Effective Meeting Management
- Managing the Remote or Virtual Team
- Performance Management
- Conflict Management
- The New Leader – Keys to Success
- Business Writing That Counts – with Dr. Julie Miller, BWTC
- Straight Talk: Conversations That Matter
- How Does Your TeamWork? (Team Building/Team Dynamics)
- Dealing with Difficult People/Situations (or Life Would Be Easy if it Wasn't for Other People)
- Facilitation of Strategic Planning Sessions and Team Building Events

REPRESENTATIVE CLIENTS:

- Harley Davidson
- Great West Life Assurance Company
- USDA-Forest Service
- National Park Service
- Galileo International
- Sun Microsystems
- Boulder County Government
- Douglas County
- Ball Aerospace
- Mountain States Employer's Council
- Hunter Douglas
- Alliance Engineering
- Pinnacol Assurance
- Colorado Municipal League
- New West Technologies
- U.S. Dept of the Interior
- Federal Reserve Bank of Dallas
- Bureau of Land Management
- Jefferson County Government
- Horizon Choice Health
- First Data Corporation
- Federal Reserve Bank of Dallas
- LaFarge North America: Western Mobile
- U.S. Department of Education
- U.S. Environmental Protection Agency
- Animal Care Equipment Services
- MCI World Com
- NIST
- T. Rowe Price
- Dept. of Homeland Security, Customs and Border Protection
- American Express
- Jefferson County
- IBM Corporation
- Hewlett Packard
- Douglas County
- Department of Commerce/NIST
- MBS - Managed Business Solutions
- City of Lakewood
- City of Arvada
- City of Boulder
- City of Wheat Ridge
- City of Littleton
- City of Aurora
- City of Durango
- CASTA – Colorado Association of transit Agencies

PARTNERSHIPS

- ☐ Facilitator, Chief Executive Network (CEN), Kansas City
- ☐ Facilitator/Consultant, Executive Forum, Denver, CO
- ☐ Facilitator, Lash Associates, Pleasant Hills, California
- ☐ Consulting Partner, Center for Interpersonal Relationships, Wilmington, North Carolina
- ☐ Faculty Member, Taos Conference for Government, Taos, New Mexico
- ☐ Consultant, Implementation Management Associates (IMA), Golden, Colorado

TRAINING CERTIFICATIONS

- ☐ **Professional Mediation Training**, 40 Hour Certification Program, University of Denver, Organizational and Professional Communication Program
- ☐ **The Art and Science of Executive Coaching**, SCASunshine Associates, Denver, CO
- ☐ **Crucial Conversations**, Vital Smarts and Executive Forum, Trainer and Consultant
- ☐ **i Love Feedback**, Executive Forum, Trainer and Consultant
- ☐ **Leading at the Speed of Trust**, CoveyLink and Executive Forum, Trainer
- ☐ **Business Writing That Counts**, Dr. Julie Miller, Seattle, Washington
- ☐ Accreditation, **CME - Change Management Essentials**, David Nielson and Associates, Evergreen, Colorado
- ☐ Accreditation, **AIM – Accelerating Implementation Methodology, Change Management**, Implementation Management Associates (IMA), Golden, Colorado
- ☐ **Business Writing That Counts; E-mail Writing That Counts**, Dr. Julie Miller, Seattle, Washington
- ☐ Myers Briggs Type Indicator (**MBTI**)
- ☐ **DISC**, Personal Profile
- ☐ **Influence Edge**, Lash Associates
- ☐ Blessing White, Inc. (**Technical Leadership; Selling Your Ideas; Managing Personal Growth, Fast Start**)
- ☐ Zenger Miller (**Front-line Leadership; QUEST; Leadership 2000**)
- ☐ DDI **Interaction Management** (also certified as a Master Trainer who provides train-the-trainer to others)
- ☐ Integral Training Systems (ITS), **Retaining Top Talent; Breakthrough Thinking**

WHAT OTHERS SAY

ABOUT JUNE RAMOS

June is able to work in all industries, with all professions, and with all levels within an organization. Line workers and senior managers alike believe that June understands their situations and is able to provide practical and realistic advice in a classroom and one-on-one coaching.

Training Manager
T Rowe Price

June's programs have consistently been among the highest rated programs in evaluations completed by participants. Her presentations are always professional and interesting, providing practical information that our employees can immediately apply in their work.

Senior Human Resources Analyst
Boulder County Human Resources

June works effectively with all employee groups. I appreciate June's keen interest in working to understand the organization and any dynamics that may impact training prior to class.

HR Manager, Town of Castle Rock.

Through June's inspiring consultation skills, our team was able to develop more effective working relationships, and was then able to efficiently address strategic planning and goal setting toward some very effective outcomes. Her coaching style is personable with a no-nonsense flair. She was able to connect with all team members, not an easy task, toward a positive result. Many consultant/trainers are either better as a trainer or as a consultant, June performs each admirably. Of the several consultants used at ChoiceHealth, June is the one we came to rely on for most organizational issues.

Manager, ChoiceHealth

I have had the pleasure of working with Ms. Ramos for the past 10 years as a trainer, course developer and a consultant. Rarely, have I worked with any one more talented and skilled. June keeps herself abreast of new trends, new literature and new instrumentation in order to provide her clients with the most helpful and meaningful interventions possible. Her varied and considerable experience allows her to make quick assessments and provide appropriate, targeted help for her clients. She is a master and unequalled in my view!

Jacqueline Reid,
The Center for Interpersonal Excellence and Founder of the Taos Conference.

June Ramos has a unique and impressive way of connecting with her participants through her knowledge and sense of humor that creates a rich learning environment. We have a tough and well-educated audience here at Ball Aerospace. June fits in well with her credentials and experience and has consistently received high evaluations.

Ball Aerospace and Technologies Corporation
Manager, Training and Learning Center

**SUBJECT: DISCUSSION/DIRECTION –RECREATION ADVISORY BOARD
CREATION**

DATE: JULY 25, 2017

**PRESENTED BY: JOE STEVENS, PARKS & RECREATION DIRECTOR
MEREDYTH MUTH, CITY CLERK
HEATHER BALSER, INTERIM CITY MANAGER**

SUMMARY:

The City Council has stated its interest in sunsetting the Golf Course Advisory Board and possibly replacing it with a Recreation Advisory Board to address golf and other recreation activities. The Council will need to identify the purpose and duties for the new board.

Possible duties of a Recreation Advisory Board could include advising the City Council and staff on:

- Determining the community's needs and desires for recreation programs and facilities related to the Parks, Recreation, Open Space, and Trails (PROST) Master Plan;
- Facility use regulations
- Financial policies related to cost recovery for the different program areas
- Facility programming
- Capital improvement planning
- Annual budgeting and
- Development and maintenance of recreation facilities

Staff needs direction from Council regarding this list. Should all of these be included; are there other types of duties this board should have?

Other considerations:

- Membership – The board could be made of residents with a general interest in recreation or the Council could include specific groups for representation (golf, aquatics, sports leagues, seniors, etc.) Having general members allows for a more diverse conversation of recreation as a whole, but having specific stakeholders represented assures that the large user groups have a say on the board.
- Senior Center – Would the Recreation Advisory Board give advice on the Senior Center and its programs? The existing Senior Advisory Board is focused solely on fund raising and is not a city-appointed board. There are other senior groups,

such as the program planning group, that give feedback on programs and trips. For consistency and clarity it may make sense to have this new board cover this area. However, using the existing board or groups for senior issues would free up more time for the recreation board to focus on recreation issues. One option is to have a member of the Senior Advisory Board appointed as an ex officio member of the Recreation Board.

- Youth Advisory Board – Similar to the seniors, would the Recreation Advisory Board include giving advice on youth programs, or should that be left to the existing Youth Advisory Board (YAB). The YAB currently is jointly staffed by the Recreation Department and the Library; it functions well as it is currently established. As above, one option is to have a member of the YAB appointed as an ex officio member of the Recreation Board.
- Timeline –
 - Option 1 – Create a new board in conjunction with opening the new recreation facility in 2018. This would allow staff to focus on the recreation expansion project in 2017 and early 2018.
 - Option 2 – Create a new board as part of the annual board/commission appointment process, meaning the board would start work in January 2018.
 - Option 3 – Advertise for new board members and handle the application and interview process over the summer or early fall allowing the board to start work before the end of 2017. This option does increase staff and Council work load as it would be outside of the normal appointment process.
- Golf Course Advisory Board – In conjunction with the creation of the Recreation Advisory Board staff will submit to Council a resolution abolishing the Golf Course Advisory Board.
- Staff suggests another option is to create a Parks & Recreation Advisory Board to encompass the duties of the Golf Board and the Parks & Public Landscaping Board as well as recreation. In reviewing other jurisdictions, we found this to be a common board for most cities. The existing duties of the Parks & Public Landscaping board could be incorporated into the duties of the new board. Much of what the Parks board does also relates to recreation use such as turf maintenance, facility use, and adult and youth sports programming in the parks. This would align with the PROST Master Plan which suggested consolidating boards to create more efficiency.
- Another option that was discussed at the May 23 Study Session was an interim measure of a Task Force to have in place while the Recreation Center Expansion

SUBJECT: RECREATION ADVISORY BOARD OPTIONS

DATE: JULY 25, 2017

PAGE 3 OF 3

is underway. This Task Force could advise on such items as programming, new policies, hours, etc. of the new facility. This would allow them to focus strictly on the new facility while it is under construction.

FISCAL IMPACT:

None at this time, however any new board will require staff resources and time.

RECOMMENDATION:

Discussion/Direction

**SUBJECT: DISCUSSION/DIRECTION – BOARD AND COMMISSION
APPOINTMENT PROCESS & TERM LIMITS**

DATE: JULY 25, 2017

PRESENTED BY: MEREDYTH MUTH, CITY CLERK

SUMMARY:

The City Council is interested in changing the process for reviewing applicants for appointments to the various boards and commissions. Following the discussion of the pros and cons of various changes at the May 9 Study Session, staff recommends the following changes to the process:

- Applications
 - Staff will create a board application specific to each board with questions related directly to each board's duties and area of oversight.
 - For advisory boards staff will draft the questions and have them reviewed and approved by the Council liaison to that board.
 - For quasi-judicial boards staff will draft the questions and have them reviewed and approved by the Mayor and Mayor Pro Tem.
- Individuals may apply for as many boards as they would like.
- Term Limits (can be incorporated into the update to Title 2 coming later this year)
 - May serve up to two consecutive terms for all boards except Planning Commission
 - May serve up to 12 consecutive years on Planning Commission (equal to two of the Commission's six-year terms).
 - Required one-year respite from serving on a board before reapplying
 - Council may recruit/appoint a member beyond the two-term limit if there are no other qualified candidates for the position
 - *Frequently people are appointed to shorter one or two-year terms to fill a vacancy on a board. How should those years be counted as they relate to the term limits?*
- Mid-year appointments (also can be incorporated in Title 2 update)
 - Staff will keep applications on file for one year following appointment process.
 - For a mid-year vacancy staff will first look for a candidate from the applications from the previous year.
 - If there are no applicants from the previous round of appointments or none are interested, staff will post the opening for new applicants.

SUBJECT: BOARD AND COMMISSION APPOINTMENT PROCESS

DATE: JULY 25, 2017

PAGE 2 OF 2

- Mayor will interview applicants by phone and make a recommendation to the full Council for appointment
- Mid-year appointments last only until the end of the calendar year. Appointees may reapply for the board during the annual appointment process.
- Mid-year appointments will not count towards the term limit
- Application Review
 - Initial application review:
 - *Option 1 – Mayor appoints two members to review all the written applications and determine which applicants to interview.*
 - *Option 2 – All members of City Council review the written applications then hold a Special Meeting to determine which applicants to interview.*
 - *Option 3 – some combination of Options 1 and 2.*
 - Interviews of the selected applicants expected to be 15-20 minutes each, based on the number selected for interview.

FISCAL IMPACT:

Likely to be none, but could be some additional costs depending on what options are chosen.

RECOMMENDATION:

Discussion/Direction

ATTACHMENT(S):

1. May 9 Council Communication
2. Public Comments

**SUBJECT: DISCUSSION – BOARD AND COMMISSION APPOINTMENT
PROCESS**

DATE: MAY 9, 2017

PRESENTED BY: MEREDYTH MUTH, CITY CLERK

SUMMARY:

The City Council is interested in changing the process for reviewing applicants for appointments to the various boards and commissions. Staff has gathered some information about how other cities make appointments that could be used to get ideas on possible changes to the existing process. Listed below are some possible changes in no particular order:

- *Create Council subcommittee(s) to screen applications and recommend who to interview.*
 - Pros
 - Reduces the number of people to interview.
 - Cons
 - May miss out on a good candidate who simply didn't look good on paper.
 - Entire Council does not meet all the applicants.
- *Have written questions specific to each board. Use answers to the questions to screen the applications and only interview based on the answers Council feels are best. Could be combined with subcommittee option above.*
 - Pros
 - Reduces the number of people to interview.
 - Cons
 - Some people may not want to complete a long application.
 - Will require additional review time for each application.
- *Allow applicants to apply to only one board.*
 - Pros
 - Simplifies the process and review of the candidate.
 - Forces people to make a clear choice and it is clear where the applicant's interests are.
 - Cons
 - We have had some good board members who didn't initially apply for the board to which they were appointed.
 - Removes Council's ability to appoint a good candidate to a different board than the board to which the applicant originally applied.

- *Ask applicants for additional personal information for more information. Some cities require three to five references, employment history, and/or a resume.*
 - Pros
 - Get a better feel for the applicant
 - Cons
 - Significant time commitment for either Council or staff to make reference calls for dozens of applicants
- *Have the boards themselves interview applicants and make a recommendation to the City Council.*
 - Pros
 - Cuts down Council time to review applications and interview time
 - Cons
 - Council doesn't have personal interaction with applicants to determine if Council's needs are met.
 - If Council is not happy with how a board is currently working, this is only likely to continue the existing problems.
- *Stagger board terms to spread out the process throughout the year.*
 - Pros
 - Would allow more interview time as there would likely be 15 or fewer applicants for each board.
 - More likely to get applicants with a true interest in a board.
 - Cons
 - Would require more Council meetings throughout the year.
 - If there are no applicants to fill vacant positions there is no backup pool from which to choose.
 - Much harder for staff and board members to track term expirations.
 - Harder for residents to know when applications are due.
- *Create term limits for each board.*
 - Pros
 - More turnover brings new perspectives to the board.
 - Gives more opportunities for members of the community to serve.
 - Cons
 - Can lose good board members who still have time, energy and ideas to offer.
 - May leave positions unfilled if there are not enough applicants for a board.
 - Lose historical knowledge.

Below are some examples of how other cities appoint board members:

Boulder – 22 Boards and Commissions

- Applications have board-specific questions (crafted by the staff liaison and sometimes with the help of a Council subcommittee)
- Interview every applicant – approximately 5 minutes each

Lakewood – 9 Boards and Commissions

- Applications have board-specific questions.
- Different questions for those reapplying than from first-time applicants.
- Applications kept on file one-year in case of vacancies.
- City Council Screening Committee (one from each ward) reviews applications and interviews qualified candidates.
- Committee recommends who should be appointed to the full City Council for a vote.

Loveland – 20 Boards and Commissions

- Semi-annual recruiting cycle. One-half of terms expire June 30 and one-half expire December 30.
- Do not use board-specific questions.

Fort Collins – 27 Boards and Commissions

- Can apply for up to two boards, must submit separate application for each.
- City Council forms interview teams consisting of the Council liaison to each board and one other Councilmember to review applications.
- At the direction of the Council interview team, applicants may be scheduled for a 10-minute interview.
- Following completion of the application review and/or interview process, the Council interview team will make recommendations to the full Council.

Lafayette – 14 Boards and Commissions

- Board-specific questions, created by staff liaisons.
- Can apply to and serve on more than one board.
- City Council interviews and appoints Planning Commission members.
- All other boards handle recruitment internally and make recommendations to the Council of who to appoint.

Arvada – 10 Boards and Commissions

- May apply for up to three boards
- Board-specific questions on the application
- Limited to serving 10-12 years

SUBJECT: BOARD AND COMMISSION APPOINTMENT PROCESS**DATE: MAY 9, 2017****PAGE 4 OF 5****Grand Junction – 18 Boards and Commissions**

- Interviews conducted by at least three members of Council.
- Usually select no more than six applicants to interview per board depending on the number of openings, number of applicants, and expertise needed for the board.
- Committee makes a recommendation to the full Council.

Cherry Hills Village – 4 Boards and Commissions

- Council appoints two members to review vacancies and applications.
- Those two members review all applications, schedule meetings with candidates as necessary and present a recommendation to the City Council.
- As a general rule, incumbent members may be reappointed for a second term subject to the City Clerk: (1) receiving an indication of interest from the incumbent and (2) confirming with the Board or Commission chair that the incumbent has dutifully attended meetings and actively participated in deliberations. In such a case, no advertisement for applications shall be solicited from the public.

Aurora – 30 Boards and Commissions

- City Council interviews Civil Service Commission and Planning Commission applicants.
- All other boards: each board interviews applicants and sends a memo of support/recommendation to City Council who then votes on the appointments.

Englewood – 20 Boards and Commissions

- Council interviews every applicant
- Does not have board-specific questions, except for one board comprised of business owners.
- Interviews and makes appointments twice each year once in February and once in July.
- May list up to three boards of interest on the application; may only serve on one board.

FISCAL IMPACT:

Likely to be none, but could be some additional costs depending on what options are chosen.

RECOMMENDATION:

Discussion

SUBJECT: BOARD AND COMMISSION APPOINTMENT PROCESS

DATE: MAY 9, 2017

PAGE 5 OF 5

ATTACHMENT(S):

1. Boulder Application Examples and Interview Schedule
2. Arvada Application and Supplemental Question Examples
3. Loveland Application

UNIVERSITY HILL COMMERCIAL AREA MGMT COMMISSION



Annual Application - 2017

Date

04/11/17



The University Hill Commercial Area Management Commission consists of five members appointed by City Council, each to five-year terms. Three appointees must own real or personal property in the district or be a designated representative of a person who owns real or personal property in the district; the other two appointments are for citizens-at-large. UHGID makes recommendations to City Council and City departments regarding parking issues and land acquisition for parking needs in the district.

Staff Liaison: Molly Winter (303)441-7317

UHCAMC meets on the third Wednesday of the month, 4-6 pm, in the 1777 West Conference Room, Municipal Building, 1777 Broadway.

The City of Boulder believes that a diverse work force adds quality and perspective to the services we provide to the public. Therefore, it is the ongoing policy and practice of the City of Boulder to strive for equal opportunity in employment for all employees and applicants. No person shall be discriminated against in any term, condition or privilege of employment because of race, national origin, religion, disability, pregnancy, age, military status, marital status, genetic characteristics or information, gender, gender identity, gender variance or sexual orientation.

The Boulder City Charter requires representation of both genders on City Boards and Commissions.

Be sure to check the [map \(https://www-static.bouldercolorado.gov/docs/Map_Uhgid_boundary-1-201701091302.pdf?_ga=1.262371528.513161207.1480457826\)](https://www-static.bouldercolorado.gov/docs/Map_Uhgid_boundary-1-201701091302.pdf?_ga=1.262371528.513161207.1480457826) provided for proper district boundaries.

First Name *

Last Name *

Home Address *

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Business Address (if representing a business)

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Best phone number where you can be reached

Home Phone (?)

Mobile Phone (?)

Work Phone (?)

E-mail Address *

Occupation

Place of Employment/Retired

Do you reside within the city limits? *

☐ Yes ☐ No

When did you become a resident of Boulder? *

ANSWER ALL OF THE FOLLOWING QUESTIONS

1. What technical/professional qualifications, skill sets and relevant experiences do you have for this position (such as educational degrees, specialized training, service on governing or decision-making boards, etc.)? *

2. Have you had any experiences with this Board or the services it oversees that have sparked your interest in becoming a member of the Board, and, if so, please describe the experience(s) and what insight you gained. *

3. Describe a situation where you were involved with a group and had to work through a disagreement or conflict among the members. What techniques or specific actions did you find to be most effective in mitigating or resolving the disagreement/conflict? *

4. List all potential conflicts of interest you might have with respect to the work of this board, and explain how you think any potential or perceived conflicts of interest should be handled by Board members. *

5. What are the greatest challenges facing the University Hill commercial area? What changes, if any, would you recommend as a member of the advisory board? *

6. How can the different Hill stakeholders – the city, CU (faculty, staff and students), the Hill neighbors and the Hill property owners and businesses partner to enhance the Hill commercial district's vitality? *

7. In your opinion, what are the Hill's biggest assets and how can they be enhanced? *

8. A goal of the Hill Reinvestment Strategy is to encourage a greater diversity of uses in the commercial area. What ideas and strategies do you have to achieve this goal? *

Questions Regarding Applications:
Boulder City Council
Attention: City Council Support
cityclerkstaff@bouldercolorado.gov (<mailto:cityclerkstaff@bouldercolorado.gov>)
303-441-3019

Submit

Save as Draft

PLANNING BOARD



Annual Application - 2017

The Planning Board consists of seven members appointed by City Council, each to a five-year term. The Board studies long-range planning matters, including the Boulder Valley Comprehensive Plan, and makes recommendations to City Council. The Board serves as an advisory board to City Council on applications for annexation and rezoning. The Board reviews and approves certain site and use review applications. The Board appoints one of its members to attend the Landmarks Preservation Advisory Board meetings as a non-voting advisor.

Meetings are generally held the first, third and fourth Thursday of the month at 6 PM in the City Council Chambers.

The City of Boulder believes that a diverse work force adds quality and perspective to the services we provide to the public. Therefore, it is the ongoing policy and practice of the City of Boulder to strive for equal opportunity in employment for all employees and applicants. No person shall be discriminated against in any term, condition or privilege of employment because of race, national origin, religion, disability, pregnancy, age, military status, marital status, genetic characteristics or information, gender, gender identity, gender variance or sexual orientation.

The Boulder City Charter requires representation of both genders on City Boards and Commissions.

Date

02/13/17

First Name *

[REDACTED]

Last Name *

[REDACTED]

Home Address *

Street Address

[REDACTED]

Address Line 2

City

Boulder

State / Province / Region

CO

Postal / Zip Code

80304

Country

United States

Best phone number where you can be reached

Home Phone (?)

Mobile Phone (?)

Work Phone (?)

[REDACTED]

E-mail Address *

[REDACTED]

Occupation

Place of Employment/Retired

Do you reside within the city limits? *

☒ Yes ☐ No

When did you become a resident of Boulder? *

7/15/1998

ANSWER ALL OF THE FOLLOWING QUESTIONS

1. What technical/professional qualifications, skill sets and relevant experiences do you have for this position (such as educational degrees, specialized training, service on governing or decision-making boards, etc.)? *

Flatirons Habitat for Humanity, Board Member

B.A University of Notre Dame, Bachelors

J.D. University of Colorado School of Law

LEED AP, US Green Building Council

Member, Urban Land Institute, Colorado Chapter

Director of Partnerships, The Kitchen Community (managed Public Private Partnership with Mayor Rahm Emanuel and Chicago Public School systems, on behalf of social venture founded by Kimbal Musk, that installed outdoor garden based classroom in public schools

Managed turnaround of vintage, distressed 41 story office/hotel/retail building in downtown Chicago

Developed Galvanize Seattle and San Francisco campuses in 75k sf brick/timber loft buildings, with a focus on local community building.

Founder, Boulder Lunch Salon: 30-50 person events 4-6x per year, designed to promote sense of community within Boulder

Co-Founder, 3 story coffee shop in a graystone walk-up building in Chicago, designed to foster a sense of community in an overlooked stretch of Clark St near the Lincoln Park Zoo.

2. Have you had any experiences with this Board or the services it oversees that have sparked your interest in becoming a member of the Board, and, if so, please describe the experience(s) and what insight you gained. *

I arrived in Boulder July 1998 and instantly fell in love. I was drawn into a circle that included compatriots of CWA's Howard Higman, players in the founding of Naropa, and a dazzling array of artists, musicians, scientists, and community organizers. And then I started law school a month later! I had a double life in law school, in the library/classroom with my classmates and also drinking deep of Boulder culture on weekends and evenings. It was perfect. I took a hiatus from Boulder in 2002 I returned in 2012 with my wife, a Head Start teacher with a Masters in Early Childhood Education, and our 6 month soon. We now have two boys, 2.5 and 4.5 years old. We own a home in Boulder. I am sad that Boulder has changed so much since 1998. While there are more opportunities for young professionals in Boulder, I worry that something has been lost. So, I decided to get more involved in our community. I sought out Council members and Planning Board members and have tried to learn about today's approaches to tomorrow's problems. We can't change the past, but we can come together to create the best possible version of Boulder for today and tomorrow. I constantly gather Boulder newbies into fun local events - Munchkin Masquerade, Ciclovía, Meadow Music with Jeff/Paige at Chautauqua, etc. I feel so lucky that Boulder received me with such warm and open arms in 1998 and I am driven to share this welcome with anyone and everyone that I meet, as they arrive in Boulder.

Why Planning Board, though? Planning Board serves a critical community role implementing City Council policies related to a wide variety of land use and development issues. The City is facing complex planning challenges, and I hope my past experiences, legal training and professional/community expertise can help Planning Board make appropriate quasi-judicial determinations in individual cases, while assisting City Council by providing helpful feedback when Planning Board serves in its policy advisory capacity.

3. Describe a situation where you were involved with a group and had to work through a disagreement or conflict among the members. What techniques or specific actions did you find to be most effective in mitigating or resolving the disagreement/conflict? *

While at CU Law in the late 1990s I tried to focus on topics related to food/water/energy. I was convinced that there was a way to ensure environmental sustainability in our communities. I was looking for a way to promote—through education, political action, and encouragement of public involvement—far-sighted, innovative, and sustainable land use and community development patterns that respect an area's unique culture and character, and which reduce our carbon footprint and environmental impact. I had an opportunity to work with all of these concepts in 2011, and I was shocked at how naive I was. I was building a public private partnership in Chicago between Mayor Emanuel, Chicago Public Schools, the local business community and The Kitchen Community, in order to fund and create outdoor garden based classrooms in extremely vulnerable south and west side neighborhoods. Mayor Emanuel had privately raised fund for the G8/NATO summit in Chicago and when G8 relocated to Camp David, Mayor Emanuel had excess funds that he chose to deploy through a Mayor's Fund, similar to Mayor Bloomberg. Our team had created 6 Learning Gardens with private funds and Mayor Emanuel and his wife Amy were so impressed that they pledged \$1M towards creation of another 94 Learning Gardens in Chicago, to make it a even 100 Learning Gardens. We quickly raised another \$2M+ to accomplish this and set to work. We hadn't anticipated several issues: according to some statistics, Chicago public schools were only graduating 50% of their students with only 3% were graduating college, and since budget issues prevented improvement of all the schools in the district, and since many schools were far from full, Mayor Emanuel closed 50+ schools and consolidated the rest. This was met with a strike by Chicago Teachers Union. Even though our \$1M from Mayor Emanuel came from his private donor fund, most people thought it was from a public source. Thus, our well-intentioned Learning Garden program became politicized. We were all of a sudden lumped in with the work of the "devil". We were also attacked by the grass-roots school garden organizations that had been building 1-2 school gardens a year and had never asked for or received anything like \$1M from the Mayor. We were attacked by public school teachers that didn't want the extra burden of incorporating "health and wellness" into the day, or otherwise using the gardens as instructional tools. As a bright-eyed law student bent on making the world a better place, I never thought that I'd also need to learn how to guard my flank from the very groups I was trying to help. Like I said, I was naive. This stuff is complicated!

To resolve most of these conflicts, we implemented a heavy focus on teacher training and curriculum development. We also found ways to strengthen ties with local school garden groups, by demonstrating that we had taken the burden of fundraising for the physical gardens, allowing them to use their donor funds of instruction and community development. As a general rule, focusing on interests, instead of positions, enables commonalities to be discovered and consensus to emerge.

4. List all potential conflicts of interest you might have with respect to the work of this board, and explain how you think any potential or perceived conflicts of interest should be handled by Board members. *

I do not own any buildings or lots in Boulder other than my own home. I do not have a financial interest in any entities that own properties in Boulder.

5. What do you think are the most important planning issues facing the City? What expertise or insight could you bring to the Board's deliberations and recommendations and what books have you read, courses have you taken or experience have you had that have shaped your thinking about urban planning? *

I was stunned when I learned that ~65,000 people commute into Boulder each day. And then I started to pay closer attention to traffic in Boulder, and the long lines on Highway 36, entering and leaving Boulder each day. Traffic congestion is a direct result of planning decisions we've made for the past 60 years. I believe that the quality of life in our neighborhoods will be enhanced by creation of thoughtfully designed, walkable, mixed use village centers on and along transit corridors that are already well-served by transit. I support plans that move us closer to a decarbonized, regionally sustainable human settlement pattern.

We could examine the Hop bus system and optimize these routes, and move away from an RTD system that seems to be coming up short.

6. Other than the Pearl Street Mall, identify the three most successful and the three least successful examples of planning, or the failure thereof, in Boulder. Please explain what elements contributed to these projects' success or failure. *

Most Successful:

1. Holiday neighborhood: successful for design elements and integration of social/community/business goals
2. Interim Ordinance No. 3418 (1969): limited building height to 50 ft, and while not perfect, it was significant in that it represented action on the issue. We must preserve our views.
3. Passage of PLAN-Boulder's Blue Line (1959) and Open Space Sales Tax (1967) initiatives. These items helped make Boulder what it is today, and I am grateful every day.

Least Successful:

1. Development of 28th St corridor: we seem to have either unfriendly shopping malls that don't promote any sense of community or neighborhood feel or we have giant new hotel projects that are too far on the other end of the spectrum. I understand that every town needs it "28th St" but I believe that Boulder can do better with ours.
2. PearlWest: I agree that a vacant parking wasn't doing anyone any favors, and I am glad that we now (or will soon) have a vibrant streetscape on West Pearl, but I am disappointed at the final result of this years-long exercise. Everyone says that design my committee is always bad, but this seems like an excuse.
3. Creation of large single-use residential subdivisions like Martin Acres. We need to mix uses the way villages and towns evolved naturally at the turn of the last century and in successful cities worldwide. Every neighborhood should have a place where the residents can safely walk to a cluster of businesses that support their everyday needs. This promotes community, safety, connection.

7. Describe specific changes you would make to the City of Boulder Planning regulations, and explain why you would make the changes. *

Obviously, Planning Board is an advisory body when it comes to policy.

That said, we need to find ways to incentivize creation of middle income housing, and we need to develop a system that provides developers with a bonus if they create more affordable housing.

We also need to create economic incentives for renovation of our aging residential and non-residential structures.

New building permits have raised the bar for new structures, but this does nothing for existing stock. Time-consuming and expensive regulations tend to prevent improvement, rather than encouragement. We need to work in partnership with businesses to upgrade their buildings in order to meet our energy goals.

8. Describe some changes to city policy and regulations that could reduce transportation impacts and improve the relationship between transportation and land use planning. *

We should be able to solve many of our current problems with more transportation options, before we move to develop additional housing. And it's important to remember that not every one of the 65,000 people who commute into Boulder actually WANT to live in Boulder. So we won't fix that problem just by building building building more housing.

We need consistent use of planning principles that don't assume auto transportation is the only way. We need to reverse, over time, the effects of planning decisions made in the 1950-1970s that relied upon a fundamentally flawed assumption that we can use a car to go wherever, whenever. A citywide Eco Pass plan seems like a great idea here. We need more frequent Hop-like services, and smaller, more frequent buses. We need regional connection points and last mile solutions.

We need to identify opportunity sites for dynamic village centers in existing neighborhoods in ways that enhance our quality of life and support our transportation systems.

Every time a person can walk or bike to a local neighborhood market or coffee shop or restaurant, their car stays parked at their home.

Given that this is the year of the gondola, we could also start thinking creatively. :)

9. Many people are challenging the buildings currently being constructed, questioning building height, parking reductions, intensity, appropriateness and design. What are your thoughts about the building and development that you see in Boulder? *

I explained above that I was saddened by most of the changes in Boulder between 1998-01 and 2012, when I moved back. Since 2012 we have seen many more changes. And I know and love the Boulder joke: "Boulder's best year was the year I moved here!"

I lived and worked in Santa Fe NM 2003-2006 and the joke there is that every building is "low and brown".

Boulder now seems to have a skin condition, and we are breaking out with boxy boring buildings that maximize every possible square foot, at the expense of design/aesthetics.

Clearly, we need to look carefully at any opportunity that helps us solve affordable housing issues, but we need to consider neighborhood character. We can't kill the patient with the cure, as they say.

There seems to be too much building happening now in Boulder, perhaps this a result of a backlog caused by the 2008 recession. Once this pace slows, we need to pay closer attention to issues such as affordable commercial as well as affordable housing. I believe in mixed-use development, and think that building height, parking, intensity, and design all work themselves out when presented together in a holistic package that provides our city residents with the amenities we need to live work and play as a community.

Questions Regarding Applications:
Boulder City Council
Attention: City Council Support
cityclerkstaff@bouldercolorado.gov
303-441-3019

PARKS AND RECREATION ADVISORY BOARD



Annual Application - 2017

Date

02/03/17

The Parks and Recreation Advisory Board consists of seven members appointed by City Council, each to five-year terms. The Board offers advice and consultation to City Council and city departments on the acquisition, construction and maintenance of city park property. The Board coordinates policy on the development and use of recreational facilities. The Board approves expenditures from the Permanent Park and Recreation Fund.

Staff Liaison: Sarah DeSouza (303) 413-7223

Meetings are held the fourth Monday of the month at 6 PM in the City Council Chambers and other venues around the city. On occasion, additional meetings or tours are scheduled. The City of Boulder believes that a diverse work force adds quality and perspective to the services we provide to the public. Therefore, it is the ongoing policy and practice of the City of Boulder to strive for equal opportunity in employment for all employees and applicants. No person shall be discriminated against in any term, condition or privilege of employment because of race, national origin, religion, disability, pregnancy, age, military status, marital status, genetic characteristics or information, gender, gender identity, gender variance or sexual orientation. The Boulder City Charter requires representation of both genders on City Boards and Commissions.

Requirements and expectations of PRAB members

PRAB members generally serve five-year terms. Member of the PRAB must be willing and able to give time and talents. More specifically, members of the PRAB are expected to:

- Read distributed materials before each meeting
- Participate actively in monthly meetings (usually two hours in length and generally scheduled on the fourth Monday evening of each month)
- Devote at least 5 hours per month, and often more, to Board matters
- Serve as a liaison on a project committee
- Attend department and other functions and community events, and generally be a public presence for the department within the community
- Provide feedback, advice and encouragement to the department, Director, to staff and to the public in meetings and emails
- Stay abreast of developments in the world of parks and recreation as technologies and service models change

First Name *

[REDACTED]

Last Name *

[REDACTED]

Home Address *

Street Address

[REDACTED]

Address Line 2

City

Boulder

Postal / Zip Code

80304

State / Province / Region

CO

Country

USA

Best phone number where you can be reached

Home Phone (?)

Mobile Phone (?)

Work Phone (?)

E-mail Address *

Occupation

Place of Employment/Retired

Do you reside within the city limits? *

☒ Yes ☐ No

When did you become a resident of Boulder? *

8/24/1992

ANSWER ALL OF THE FOLLOWING QUESTIONS

1. What technical/professional qualifications, skill sets and relevant experiences do you have for this position (such as educational degrees, specialized training, service on governing or decision-making boards, etc.)? *

I have lived in Boulder since 1992 and care deeply about the community. I owned a business on the hill for 9 years and understand how to work with budgets, business plans and people. I was on the Hill association for 4 years while I owned y business. I have run both small and large events for various organizations in the Boulder area and have a solid grasp on the complexities and steps to follow through on projects.

2. Have you had any experiences with this Board or the services it oversees that have sparked your interest in becoming a member of the Board, and, if so, please describe the experience(s) and what insight you gained. *

I have been a volunteer with the Expand water ski program for ten years. I have also help facilitate the tubing program. I have seen firsthand the incredible impact this program has for its participants. I also am a regular at various playgrounds around Boulder. I am with my daughter three days a week and love the parks that are here. I have also been an avid wake boarder at the Boulder Rez for the past 15 years and consider it the best kept secret in this town.

3. Describe a situation where you were involved with a group and had to work through a disagreement or conflict among the members. What techniques or specific actions did you find to be most effective in mitigating or resolving the disagreement/conflict? *

I majored in conflict resolution in college and feel that I have expanded on that knowledge and put it to great use in my three careers. I think one of the greatest techniques is working to see the issue from the other persons eyes. I like to leave a negotiating table with everyone feeling like they were heard.

4. List all potential conflicts of interest you might have with respect to the work of this board, and explain how you think any potential or perceived conflicts of interest should be handled by Board members. *

I do not see any conflicts of interest arising.

5. What are the greatest challenges facing the Parks and Recreation Department and how would you advise the department to address these issues? *

I believe one of the greatest challenges facing the parks and Recreation Department is an inclusive issue. I do not believe Boulder wants to price out low income families from participating in and enjoying everything there is to offer. I would like to work to figure out ways to subsidize programs and get the word out to be more inviting.

6. Parks and Recreation is asked to provide facilities and services for everything from baseball to yoga. What should the Board take into account in deciding to provide resources or subsidies for one program, but not for others? *

I believe that rather than considering resources or subsidies on a program basis, it would be on a personal basis. I feel no child should be deprived of facilities or services due to lack of funds. We live in a very affluent community, which has the potential to price out many families. I believe that programs that attract people with lo lower incomes should be subsidized.

7. What are your priorities regarding staffing and both operational and capital funding among the various park sectors such as neighborhood and community parks, recreation centers, playing fields, sports programs, etc.? *

I think the priorities depend on the situation and must be fluid. The needs of the community and the needs of the department need to be able to work together and create a sustainable system.

8. What recreational activities do you and your family enjoy? What is your experience using the City of Boulder's parks and recreation services, facilities, and programs, and how might that inform your efforts on the Board? *

I love the parks and playgrounds. My daughter and I are at one or another around three times a week. In the summer time I try to get out to the Boulder Reservoir at least two times a week. I used to be a regular at the North Boulder Rec Center, but I recently took a job at the CAC at go there for my gym needs. I love the Valmont bike park. While my daughter of three can only ride a few of the trails I know that this will be a favorite place for us to go for many years to come. I want what is absolutely best for Boulder and will work to achieve that goal.

Questions Regarding Applications:
Boulder City Council
Attention: City Council Support
cityclerkstaff@bouldercolorado.gov
303-441-3019



CITY OF BOULDER
Boards and Commission Interviews
1777 Broadway, Boulder

Thursday, March 9, 2017- Council Chambers

Arts Commission Group #1	(3 Applicants)	6:00-6:15 pm
Arts Commission Group #2	(4 Applicants)	6:15-6:30 pm
Beverages Licensing Authority	(3 Applicants)	6:30-6:45 pm
Landmarks Board	(4 Applicants)- Call 1	*6:50-7:05 pm
Board of Zoning Adjustment	(3 Applicants)	7:05-7:15 pm
Design Advisory Board	(5 Applicants)	7:15-7:35 pm
Housing Authority Group #1	(4 Applicants)	7:35-7:55 pm
Housing Authority Group #2	(6 Applicants)- Call 1	7:55-8:15 pm
Boulder Junction Access District (Parking & Travel Demand)	(? + 2 Applicants)	*8:20-8:35 pm
Boulder Urban Renewal Authority	(3 Applicants)	8:35-8:50 pm

Tuesday, March 14, 2017- Council Chambers

Library Commission Group #1	(5 Applicants)	6:00-6:20 pm
Library Commission Group #2	(5 Applicants)- Call 1	6:20-6:40 pm
Planning Board Group #1	(5 Applicants)	*6:45-7:05pm
Planning Board Group #2	(4 Applicants)- Call 1	7:05-7:25 pm
Planning Board Group #3	(6 Applicants)	*7:30-7:50 pm
Environmental Advisory Board	(4 Applicants)	7:50-8:05 pm
Parks and Recreation Group #1	(6 Applicants)	8:05-8:25 pm
Parks and Recreation Group #2	(5 Applicants)	8:25-8:45 pm

Thursday, March 16, 2017- 1777 West Conference Room

Transportation Advisory Group #1	(5 Applicants)- Call 1	6:00-6:20 pm
Transportation Advisory Group #2	(4 Applicants)	6:20-6:35 pm
Human Relations Comm. Group #1	(6 Applicants)	*6:40-7:00 pm
Human Relations Comm. Group #2	(7 Applicants)	7:00-7:25 pm
Water Resources Advisory Group #1	(3 Applicants)	*7:30-7:45 pm
Water Resources Advisory Group #2	(4 Applicants)- Call 1	7:45-8:00 pm
Open Space Board of Trustees	(7 Applicants)	8:00-8:30 pm
Downtown Management Commission	(2 Applicants)	8:30-8:40 pm
UHCAMC	(? Applicants)	8:40-8:50 p.m.

(***Bold time denotes a 5-minute break**)

THURSDAY, MARCH 9, 2017- COUNCIL CHAMBERS 6:00-9:00 P.M.

Arts Commission Group #1 6:00-6:15 p.m.

~~Carey Albertine~~—withdrew
Dan Culberson
Devin Hughes
Skye Hughes

Arts Commission Group #2 6:15-6:30 p.m.

Jerrie Hurd
Erica Joos
Caroline Kert
Julia Schwab

Beverage Licensing Auth. 6:30-6:45 p.m.

Michael Friesen
Lisa Spalding
Barbara Wolpoff

(5-min break)

Landmarks Board *6:50-7:05 p.m.

Cheri Belz
William Jellick
Alan O’Hashi
Fran Sheets-***** call at 720-660-9999

Board of Zoning Adjustment 7:05-7:15 p.m.

Michael Hirsch
J Dominique Olvera
Angela Topel

Design Advisory Board 7:15-7:35 p.m.

Lauren Folkerts
Brandy LeMae
Carrie Momeni
Ann Moss
Jimena Zamora-Iribarren

Housing Authority Group #1 7:35-7:55 p.m.

~~Marisa (Aya) Gruber~~; withdrew
Richard Harris
Jennifer Hendricks
Ann Howsich-Scholefield
Karen Kleman

Housing Authority Group #2 **7:55-8:15 p.m.**

Eddy Krygiel- *****call at 816-517-9263

Mark McIntyre

Alan O'Hashi

Katie Van Horne

Bob Walker

Jennifer Whitaker

(5-min break)

BJAD-Parking and TDM ***8:20-8:35 p.m.**

Rebekah Dumouchelle

Edward Klock-McCook

Boulder Urban Renewal Authority **8:35-8:50 p.m.**

Laura Kaplan

Melissa McGinley

Tara Winer

TUESDAY, MARCH 14, 2017- COUNCIL CHAMBERS 6:00-9:00 P.M.

Library Commission Group #1 6:00-6:20 p.m.

Johnny Drozdek
Deborah Hailey- Call at 303-999-6609
Joel Koenig
Kip Kolkmeier
Patricia Krus

Library Commission Group #2 6:20-6:40 p.m.

Kyla Pearlman
Andy Sayler
Adam Schneider
Julie Tufo
Timothy Williams

(5-min break)

Planning Board Group #1 *6:45-7:05 p.m.

Ira Barron
Morey Bean
David Ensign- Call at 011-479-227-7216
Madeline Fetsch
John Gerstle

Planning Board Group #2 7:05-7:25 p.m.

~~Donia Hanaei~~; withdrew
Ann Horwich-Scholefield
Thomas (Tom) Johnston
Laura Kaplan
~~Morgan McMillan~~; withdrew

(5-min break)

Planning Board Group #3 *7:30-7:50 p.m.

Sepideh Miller
Hollie Rogin
Zane Selvans
Peter Vitale
Mark Wallach
Howard Witkin

Environmental Advisory Board 7:50-8:05p.m.

Beth Bennett
Ian Harrison
Judith Herman
Jason Vogel

Parks and Rec Advisory Group #1 8:05-8:25 p.m.

Veronica Casebolt
Dianne Curlette
John Gratz
William Jellick
Robert Kershner
Malea Mckeown

Parks and Rec Advisory Group #2 8:25-8:45 p.m.

Lisa Reeves
Robert Raj Seymour
Michael Spratt
William Wildenberg
Pamela Yugar

THURSDAY, MARCH 16, 2017- 1777 WEST CONFERENCE ROOM; 6:00-9:00 P.M.

Transportation Advisory Group #1 6:00-6:20 p.m.

Richard Collins
Johnny Drozdek
John DuGene
Tila Duhaime
David Ensign- Call at 011-479-227-7216

Transportation Advisory Group #2 6:20-6:35 p.m.

Jason Heinrichs
Julianne McCabe
Martin Nuss
Tara Winer

(5-min break)

Human Relations Comm. Group #1 *6:40-7:00 p.m.

Riley Bright
Stanley Deetz
Dar DiRito
Arthur Figel
Rachel Friend
Regina (Reggie) Gray

Human Relations Comm. Group #2 7:00-7:25 p.m.

Duncan Honeycutt
Evalie Horner
Lindsey Loberg
Michaela Mujica-Steiner
Ellen Rosenthal
Aaron Solomon
Miah Yager

(5-min break)

Water Resources Advisory Group #1 *7:30-7:45 p.m.

Ellen DeMoney
Laura Kaplan
~~Trisha Oeth~~ ; withdrew
Alan O'Hashi

Water Resources Advisory Group #2- 7:45-8:00 p.m.

Robert Parker
Ted Rose- Call at 917-449-1311
Bruce Thompson
Wendy Weiss

Open Space Board Group #1 **8:00-8:30 p.m.**

Beth Bennett
Andria Billich
Cathy Comstock
Isabell Lheritier
Claire Lunch
Mark McIntyre
Lisa Reeves

Downtown Management Comm. **8:30-8:40 p.m.**

Scott Crabtree
Andrew Nemeyer

UHCAMC **8:40-8:50 p.m.**

?



2017 CITY OF ARVADA BOARDS AND COMMISSIONS GENERAL APPLICATION FORM

Thank you for your interest in serving on Arvada's citizen boards and commissions. For 2017, there are ten boards with vacancies that are accepting new applications. Each of these ten boards have different Supplemental Questions. After completing this General Application, please select up to three boards that interest you and complete the Supplemental Questions for those boards.

The deadline for submitting your information is **5:00 p.m. on Friday, January 13, 2017**. If you have any questions, please feel free to contact the City Clerk's Office at 720-898-7550. The completed forms can be emailed to arvadaboards@arvada.org, faxed to 720-898-7515, brought or mailed to the City Clerk's office at 8101 Ralston Road, Arvada, CO 80002.

First Name: _____ Last Name: _____

Street Address: _____ City: _____ Zip Code: _____

Home Phone Number: _____ Work Phone Number: _____

Cell Phone Number: _____ E-Mail: _____

Occupation: _____

Name of Company/Firm: _____

Prior Work Experience: _____

Education: _____

How many years have you lived in Arvada? _____

Have you previously served on any City of Arvada board or commission? Yes _____ No _____

If so, what board or commission and what years did you serve: _____

Do you have any relatives employed by the City? Yes _____ No _____

Referred by: _____

Indicate up to three boards and committees you would be interested in serving on by ranking them in order of your preference as 1, 2 or 3:

_____ *Arvada Festivals Commission*

_____ *Building Code Advisory Board*

_____ *Arvada Golf Advisory Committee*

_____ *Design Review Advisory Committee*

_____ *Arvada Liquor Licensing Authority*

_____ *Human Services Advisory Committee*

_____ *Arvada Police Pension Board*

_____ *Planning Commission*

_____ *Arvada Sustainability Advisory Committee*

_____ *Transportation Advisory Committee*

You may also attach a short resume to this application form, although it is not required. Citizens are limited to 10 – 12 years of service per board or committee. Applicants are considered for appointment regardless of race, religion, sex, age, national origin or disability. **Note that most of the boards and commissions require you to be a resident of the City of Arvada.**



Applicant Name:

Please indicate if serving on this Board is your FIRST, SECOND, or THIRD choice:

2017 Planning Commission Supplemental Questions

The Planning Commission serves as an advisory body to the City Council. The commission reviews annexations, rezonings, subdivisions, planned unit developments and formulates a long-range comprehensive plan. The commission meets generally on the first and third Tuesdays of each month at 5:30 p.m. Appointees are paid \$100.00 per meeting. Terms are for four years. You must be a resident of the City of Arvada to apply.

PLEASE PRINT OR TYPE YOUR ANSWERS TO ALL OF THE FOLLOWING QUESTIONS in the space provided and return this questionnaire with your application to the City Clerk's Office.

1. Please list any previous training, expertise or experience that you believe would be helpful to you if appointed to the Planning Commission.

2. What do you believe are the major concerns facing the Planning Commission today?

3. In addition to the specific issues being addressed by the Planning Commission, what far reaching issues do you see that impact all sectors of City programs and services?

4. Are you aware of the time commitment for the Planning Commission, and do you have the personal time to devote to this commitment? Do you have any conflicts with meetings falling on the 1st and 3rd Tuesdays of the month?

5. Are you aware of the rate of growth for Arvada? What is your opinion about growth in Arvada? How would you rate Arvada's success in managing growth?
6. The City's development regulations and review process include some architectural design review for commercial, industrial, and residential developments. What do you believe the City's role should be in this process?
7. Arvada has limited remaining land for commercial and residential development. Discuss how you view the choice between commercial development, residential development, and open space. Also discuss your views on redevelopment and infill development in older areas of Arvada.



Applicant Name:

Please indicate if serving on this Board is your FIRST, SECOND, or THIRD choice:

2017 Transportation Advisory Committee Supplemental Questions

The Transportation Advisory Committee is a citizens' committee that studies, recommends and participates in a variety of efforts to foster a safe, efficient and sustainable multi-modal transportation system. The committee is involved in prioritization of projects, bike and pedestrian studies and evaluating transportation funding options. The committee meets on the fourth Wednesday of each month at 5:30 p.m. at City Hall. This is a volunteer appointment. Terms are for three years. You must be a resident of the City of Arvada to apply.

PLEASE PRINT OR TYPE YOUR ANSWERS TO ALL OF THE FOLLOWING QUESTIONS in the space provided and return this questionnaire with your application to the City Clerk's Office.

1. Please indicate any training, experience or expertise that would assist you if appointed to the Transportation Advisory Committee, including any experience you may have working with committees.

2. Please explain your reasons and/or rationale for wanting to participate as a member of the Transportation Advisory Committee.

3. What do you feel are the major concerns today facing the Transportation Advisory Committee?

4. In addition to the specific issues being addressed by the Transportation Advisory Committee, what far reaching issues do you see that impact all sectors of City programs and services?

5. Briefly explain your thoughts on transportation/transit planning and what you see as Arvada's needs over the next 5, 10 and 20 years.
6. In your opinion how important is regional planning to Arvada's transportation issues?



Applicant Name:

Please indicate if serving on this Board is your FIRST, SECOND, or THIRD choice:

2017 Arvada Sustainability Advisory Committee Supplemental Questions

The Arvada Sustainability Advisory Committee provides strategic guidance for the implementation of Sustain Arvada. Sustain Arvada is a way of honoring Arvada's rich heritage and preserving our resources to foster economic prosperity, environmental stewardship and community vitality today and into the future. This committee works closely with city staff to monitor the progress of goals and programs. Meetings are held monthly in the evening. This is a volunteer appointment requiring 5-8 hours per month. Terms are for three years. You must be a resident of the City of Arvada to apply. **NOTE: A background check will be required before working with this committee.**

PLEASE PRINT OR TYPE YOUR ANSWERS TO ALL OF THE FOLLOWING QUESTIONS in the space provided and return this questionnaire with your application to the City Clerk's Office.

1. Please set out any training, experience or expertise that would assist you if appointed to the Sustainability Advisory Committee.

2. Do you have a specific passion for any of the six topics (Community Vitality and Agriculture, Land Use, Energy, Transportation, Water, and Waste) that are included in Sustain Arvada?

3. What do you see as the key challenges to Arvada becoming a more sustainable community?

4. Briefly explain your thoughts about Arvada becoming a more sustainable community and what you think Arvada should focus on over the next 5, 10, and 20 years.
5. What experience do you have volunteering with committees and presenting information before audiences?



Applicant Name:

Please indicate if serving on this Board is your FIRST, SECOND, or THIRD choice:

2017 Arvada Liquor Licensing Authority Supplemental Questions

The Arvada Liquor Licensing Authority considers new and transfer of ownership applications for liquor licenses, and conducts hearings on alleged violations of the liquor code. The Authority generally meets on the second and fourth Thursdays of each month at 5:30 p.m. Appointees are paid \$75.00 per meeting. Terms are for three years. You must be a resident of the City of Arvada to apply.

PLEASE PRINT OR TYPE YOUR ANSWERS TO ALL OF THE FOLLOWING QUESTIONS in the space provided and return this questionnaire with your application to the City Clerk's Office.

1. Please list any previous training, expertise or experience in the service industry that you believe would be helpful to you if appointed to the Arvada Liquor Licensing Authority.

2. What do you believe are the major concerns facing the Liquor Authority today?

3. What are your qualifications for serving on the Liquor Licensing Authority?

4. Do you or any family members or close friends work in establishments holding a liquor license in Arvada?

5. What is your opinion of pro-active liquor enforcement programs aimed at preventing violations?
Such programs might include:
- Sending newsletters with a reminder that the City conducts compliance checks by sending a minor into the business to determine whether he will be allowed to purchase alcohol
 - Equipping beer kegs with identification tags
 - Liquor education classes for owners and servers
6. Should sentencing guidelines be utilized in determining penalties for establishments convicted of liquor violations?
7. Should liquor licensees be held responsible for the actions of employees? Please explain.



APPLICATION FOR THE CITY OF LOVELAND'S BOARDS/COMMISSIONS

NAME: _____

HOME ADDRESS: _____

HOME TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

OCCUPATION: _____

BUSINESS ADDRESS: _____

BUSINESS TELEPHONE NUMBER: _____

BOARD OR COMMISSION APPLYING FOR*: _____

*Loveland Utilities Commission application requires a separate financial disclosure form [Section 2.14.010(M)]

*Planning Commission application requires a separate financial disclosure form [Section 2.14.010(L)]

DO YOU LIVE WITHIN CITY LIMITS? YES ☐ NO ☐

If you do not live within the City limits, describe your "substantial ties" within the City, which ties may include property ownership, employment, or conducting a business or profession within the city.

LENGTH OF RESIDENCY IN THE LOVELAND AREA? _____

If you are applying for the Community Marketing Commission, describe any background or experience you have in the fields and business of lodging, tourism, the arts, marketing, economic development or community development

ARE YOU CURRENTLY SERVING ON A BOARD/COMMISSION? YES ☐ NO ☐
IF YES, WHICH BOARD/COMMISSION: _____

An individual may not serve on more than one board or commission at a time unless: 1) the member is the only qualified applicant for the position, or, 2) the member resigns his or her position on the first board or commission prior to or upon appointment to the second board or commission.

WHAT SPECIAL EDUCATION, SKILLS OR EXPERIENCE DO YOU BRING TO THE BOARD OR COMMISSION THAT CONTRIBUTES TO ITS MISSION? _____

WHAT DAYS OF A TYPICAL MONTH YOU ARE UNABLE TO ATTEND MEETINGS?

ARE YOU INVOLVED IN ANY ACTIVITIES THAT MIGHT CREATE A CONFLICT OF INTEREST?
YES ☐ NO ☐
IF YES, EXPLAIN: _____

WHY DO YOU WANT TO BE A MEMBER OF THIS BOARD/COMMISSION?

PERSONAL REFERENCE (NOT RELATIVES) WHO CAN SPEAK TO YOUR QUALIFICATIONS TO SERVE:

NAME	EMAIL ADDRESS	PHONE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

EMPLOYMENT HISTORY:

EMPLOYER	ADDRESS	DATES	POSITION
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

I hereby submit my application for the position indicated. I understand that the City will verify information contained herein and may make other inquiries, which it deems appropriate to consideration of my application, and I consent to such inquiries. I understand I am NOT insured by Workers Compensation Insurance. I understand that I AM covered by an Accident Medical Insurance Policy with a limit of \$15,000 per incident and I ACCEPT this as the limit of City Liability while I am a volunteer with the City of Loveland. I hereby release the City of Loveland, its officers, employees and agents from any an all claims, damages and liability, including any claims of personal injury and property damage arising from my participation in the Volunteer program. I am submitting this application voluntarily and understand that the City of Loveland is subject to the Colorado Open Records Act, C.R.S. § 24-72-101, et. seq. If a request for records is received by the City, I understand this application may be produced. The City of Loveland does not discriminate on the basis of disability, race, creed, color, gender, sexual orientation, religion, age, natural origin, or ancestry in the admission of access, or appointment to, or treatment or employment in, its programs and activities.

Signature

Date

Submit application to: City Manager's Office, 500 East Third Street Ste 330, Loveland, CO 80537, Telephone: (970) 962-2303.

Meredyth Muth

From: Steven Fisher <stevefisher2995@msn.com>
Sent: Monday, July 17, 2017 4:15 PM
To: City Council
Subject: Term Limits for Board and Commission Members

Hello Councilmembers. I've looked at the agenda item regarding term limits for board and commission members. Speaking for myself, I think this would hurt the LRC. We would lose two members who have been on the commission since day one, and another that joined shortly after.

The rest of us are relatively new. It has been very helpful to me to have that institutional knowledge on the commission. As you know our projects are large, complex, and long term. I ask you not to term limit LRC members.

Thanks.

Steve Fisher
Chair, LRC
720-363-3545



City Council
July 25, 2017

Addendum #1
Items presented at the meeting.

Meredyth Muth

From: Jean Morgan <missjeanbee322@gmail.com>
Sent: Tuesday, July 25, 2017 4:59 PM
To: City Council
Subject: Proposed Museum Building

CONCERNS ABOUT THE PROPOSED BUILDING ON THE MUSEUM CAMPUS

Dear Louisville City Council Members,

- Of the three presentations, there is no historic design choice. . . I would like to see a building reminiscent of the original two-story, false-front building with new materials and narrow windows to protect displays. There would be a plaque on the building with the construction date to avoid confusion about its historic date.
- Adding a Visitors' Center sign is fine, but it needs to be on the Main Street side, not on the north side where it is less visible.
- In future presentations by the architect, the choices need to be shown from Main Street, not from the tree tops and include both historic buildings it will sit between to get a better sense of how it fits in.
- Current storage space and future acquisition space needs to be assessed. It is not specific enough to be told that there is 'a lot of storage space on the moveable shelving'.
- I understand the physical connection between the Jacoe Store and the new building, but please eliminate the awning to the Tomeo House.
- Eliminate the Main Street awning continuing to the wider one on the north. The north awning is reminiscent of a drive-thru burger joint. If directional signage is needed for the north entrance, use a sign and arrow on the Main Street side. ENTRANCE ON NORTH →

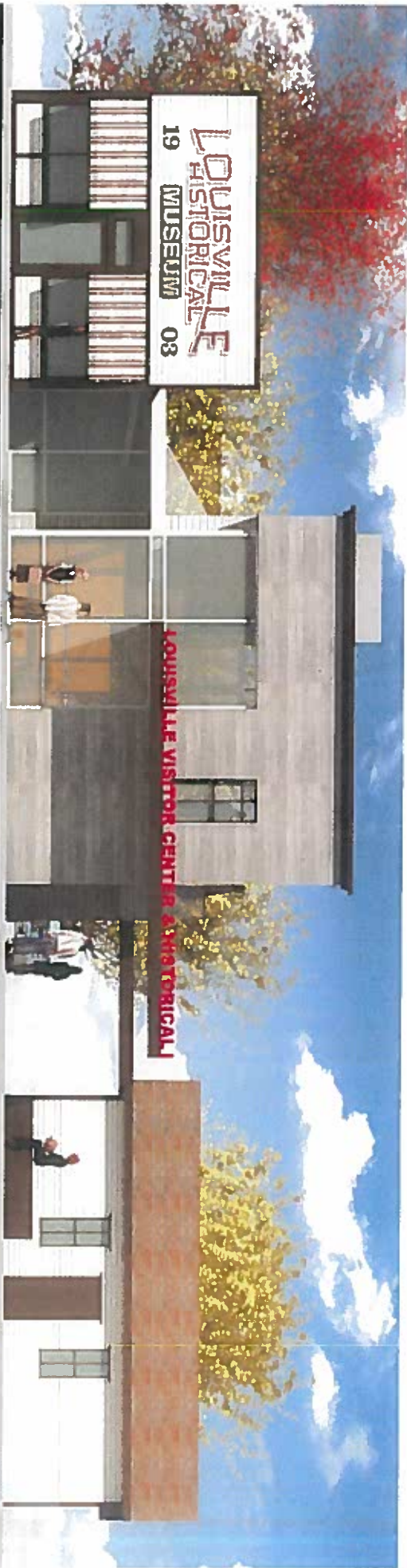
Many citizens cherish our historic Museum Campus and are concerned about the current influx of inappropriate architecture in our town—please don't let this trend invade our Museum Campus!

Remember 'Small Town Character'!

Thank you,

Jean Morgan

,July 24, 2017





Alternative Conceptual Ideas

